



Steeple Claydon School - Before and After School Clubs Terms and Conditions

- All before and after school clubs must be booked using the online booking system, 'Book A Club'. A link to this club can be found on the Clubs page of the school website.
- Using 'Book A Club', parents can book their children into age-appropriate clubs and the system will create an invoice for them.
- Unfortunately we are not able to offer wrap-around care to children younger than 3 years.
- All clubs are booked on a 'first come, first served' basis.
- Once invoices have been created, a 50% deposit will be required immediately, via ParentPay, Childcare Vouchers or bank transfer to secure your child's place. The remainder of the payment will be due before the following half term holiday. **Please note that childcare vouchers cannot be used as payment before your child's 5th birthday.**
- A booked session which is not attended will be non-refundable. If Steeple Claydon School cancel an Extra-Curricular after-school club, then the cost of this session will be refunded.
- Cancellation of a booking can be done up to 2 weeks before the booked session, using the 'Book A Club' system. Cancelled bookings in line with this policy will not be chargeable.
- Bookings cannot be cancelled within 2 weeks of the appropriate session and sessions not attended will still be chargeable.
- Payments are not automatically allocated. Some balances may show an outstanding amount until we receive the latest bank statement and are able to update the accounts.
- If sessions remain unpaid after reminders, no further bookings will be accepted until this is resolved.
- Late collection of your child will result in a fine of £10 for every 10 minutes delayed, or part thereof.

Before and After School Wrap-Around Care Fees from September 2019

Children attending school	
8:00am – 8:45am	£3.60
3:20pm – 5:00pm	£6.20
3:20pm – 6:00pm	£8.30
4:30pm – 5:00pm (after club only)	£2.50
4:30pm – 6:00pm (after club only)	£6.00
Children attending nursery – aged 3+ only	
8:00am – 8:45am	£5.00
3:15pm – 5:00pm	£10.00
3:15pm – 6:00pm	£15.00

Wrap-around care fees are reviewed annually and are subject to increase from time to time.