



Acorns
Perton Primary Academy
 Sandown Drive
 Perton
 Wolverhampton
 WV6 7PS
 01902 742686
 office@pertonacademy.co.uk
 Principal: Mrs. E. Threlkeld



**Out of School Club Booking Form
 Summer Term 2017 (9-11 year olds)**

Week Commencing Monday 24th April 2017

Breakfast Club	7.15am-7.30am £0.94	7.30am-8.30am £3.75	Total
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Week Commencing Monday 1st May 2017

Breakfast Club	7.15am-7.30am £0.94	7.30am-8.30am £3.75	Total
Monday	Bank Holiday - Closed		
Tuesday			
Wednesday			
Thursday			
Friday			

Week Commencing Monday 8th May 2017

Breakfast Club	7.15am-7.30am £0.94	7.30am-8.30am £3.75	Total
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Week Commencing Monday 15th May 2017

Breakfast Club	7.15am-7.30am £0.94	7.30am-8.30am £3.75	Total
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Week Commencing Monday 22nd May 2017

Breakfast Club	7.15am-7.30am £0.94	7.30am-8.30am £3.75	Total
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Child's Name: _____

21/03/17

After-School Club (9-11 year olds)

Week Commencing Monday 24th April 2017

After School Club	3.00pm – 3.30pm £1.88	3.30pm – 4.30pm £3.75	4.30pm – 5.30pm £3.75	5.30pm – 6.30pm £3.75	Total
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					

Week Commencing Monday 1st May 2017

After School Club	3.00pm – 3.30pm £1.88	3.30pm – 4.30pm £3.75	4.30pm – 5.30pm £3.75	5.30pm – 6.30pm £3.75	Total
Monday	Bank Holiday - Closed				
Tuesday					
Wednesday					
Thursday					
Friday					

Week Commencing Monday 8th May 2017

After School Club	3.00pm – 3.30pm £1.88	3.30pm – 4.30pm £3.75	4.30pm – 5.30pm £3.75	5.30pm – 6.30pm £3.75	Total
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					

Week Commencing Monday 15th May 2017

After School Club	3.00pm – 3.30pm £1.88	3.30pm – 4.30pm £3.75	4.30pm – 5.30pm £3.75	5.30pm – 6.30pm £3.75	Total
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					

Week Commencing Monday 22nd May 2017

After School Club	3.00pm – 3.30pm £1.88	3.30pm – 4.30pm £3.75	4.30pm – 5.30pm £3.75	5.30pm – 6.30pm £3.75	Total
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					

Child's Name: _____

21/03/17

Acorns
Breakfast and After-School Club
Terms & Conditions

- A booking form must be completed and submitted before attending the provision.
- All bookings must be made in advance on a half termly basis. This allows the academy to plan for each half term. Failure to submit the form by the given date may result in a place being unavailable.
- All payments must be received by 3pm Thursday the week before through ParentPay or a voucher scheme. We are currently registered with Kiddivouchers, Edenred, Computershare, Care-4, Sodexo and The Salary Exchange. Please let a member of staff know if you use a different voucher scheme and we will seek to register with them as a provider.
- All bookings cancelled with less than one month's notice are non-refundable.
- The fees are £3.75 per hour. All Perton Middle School pupils will be charged from 3.00pm when school ends.
- Late payment fees are charged at 15% from the end of the due payment date. If fees are not paid within 2 weeks of the due date, there is an additional £20 administration fee.
- If you require a reprint of your invoices or a letter for HMRC there will be a standard £25 administration fee.
- Fee increases will be announced 6 weeks in advance.
- Children must be collected by the end of the session for which they are booked.
- Late collection fees are charged at £5.00 per child per 15 minutes and £10.00 per child per 15 minutes after 6.30pm to cover the costs of the two members of staff that are legally required to stay.
- If a parent/carer is late due to unforeseen circumstances they must notify the academy on 01902 742686 as soon as possible.
- Parents/carers must complete registration form and provide emergency contact details.
- It is the parent/carer's responsibility to notify the office staff, in writing of any change of work place, home address, telephone number or email address.
- Children will not be released into the care of an adult who is not named as a contact on their registration form unless the school is informed and a password provided.
- Water is available throughout all sessions.
- A healthy breakfast will be provided before school and a light snack will be provided after school for children collected after 5.00pm. However, this does not replace the evening meal and will be dependent upon the time of collection of your child.
- It is the responsibility of the parent/main carer to ensure that staff are notified in writing of any medical condition a child has.
- Should a child be on prescribed medicine, it is the responsibility of the parent/main carer to notify the academy and to sign the necessary care plan if medicine needs to be administered during their time at the academy.
- Any child suffering from sickness/ diarrhoea must not attend for 48 hours after the last episode.
- We want all children to enjoy their time at our clubs. We expect the highest standard of behaviour at all times. Persistent disruptive behaviour will result in childcare being withdrawn.
- Staffordshire University Academies Trust & Perton Primary Academy's policies apply.

I have read and understood the conditions set out above and agree to abide by them. I understand that failure to do so may result in my childcare place being withdrawn.

Parent / Main Carer's Name: _____

Relationship to Child: _____

Signed: _____ Date: _____

Child's Name: _____

21/03/17