



After School Activities Fees Terms & Conditions

Each term (autumn, spring & summer) a variety of after school activities will be offered to all pupils. It is run on a first come first serve basis due to a few activities only able to accommodate a number of pupils for health and safety reasons.

Pupils who are not successful will be placed on a waiting list and given the opportunity in the following term.

1.1 Payment

The cost of the activity will be made available at the time of registration. Payment in advance is required for ALL activities in order for the after-school supervision to be financially feasible.

Fees can be paid by cash, cheque or direct debit; bank details are available on request. Direct Debit payments should be referenced using the child's name and after school club.

1.2 Cancellations

On occasions after school activities may have to be cancelled in exceptional circumstances (snow day), you will be given as much notice as possible in those circumstances. During this time payment for that club will be refunded.

If you wish to cancel your child's place on an activity for the remainder of the term you must inform the office as soon as possible. The place could be filled with another child from the waiting list (if applicable).

1.3 Attendance

Pupils are confirmed a secure place for an activity once money has been received, payment will not be returned if a session is missed due to ill health, holiday or any other reason.

1.4 Refund

After school activity payments will not be refunded or waived: (a) for absence through sickness/injury or leave of absence (b) if the School has to close for a period due to health risk, bad weather or any the other circumstances then the payment will be returned or carried over to the following term.

1.5 Appropriation

The parents agree that a payment made in respect of one child may be appropriated by the school to the unpaid account of any other child of the parents.

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1.6 Payment of activities fees by a Third Party

An agreement with a third party (such as a grandparent or other relative) to pay the after school activity fees or any other sum due to the school does not release the parents from liability if the third-party defaults and does not affect the operation of any other of these terms and conditions unless an express release has been given in writing. The school reserves the right to refuse a payment from a third party.

1.7 Suspension and then Deemed withdrawal for Non-Payment

The school reserves the right to suspend the pupil from activities whilst the fees remain unpaid. If payment is not received after one week of attending activities the child's place in the activity will be filled with another child from the waiting list.

1.8 Debt Recovery Costs

If the parents fail to pay any sum due to the school on or before the due date for payment, the parents shall (on demand) reimburse the school in respect of any reasonable costs and expenses (including legal fees) that the school incurs as a result of the parents' default and/or any action taken by the school to recover the debt from the parents.

1.9 Late/delayed home time collection

Children should be collected on time for any after-school clubs; they run from the end of school for one hour until 16.20.

In the event of parents/carers being delayed in collecting their child the school should be notified as soon as possible. The school has an answer phone facility that is checked regularly throughout the afternoon.

A £20.00 charge per hour or part of will be incurred by parents/carers who fail to collect children on time or failure to notify the school of the delay in advance by 4pm.