

St Cuthbert's Catholic Primary School After School Club Agreement.

- The After School Club is run by school governors and as such, all of our school policies and procedures, including our safeguarding and child protection policies will apply.
- After School Club is Term Time only, open to children who attend St Cuthbert's Catholic Primary School (Reception Class - Year 6)
- Cost of childcare from 3pm up until 4pm inclusive is £5 per child.
- Cost of childcare from 3pm up until 5pm inclusive is £10 per child, (e.g. following collection from homework/after school club's etc.)
- Sibling discount of £1 for sessions up until 5pm. 1st child £10, siblings £9.
- Bookings must be received by the date stated on the booking form.
- Ad-hoc bookings may be accepted, staffing levels permitting, please contact the School office to confirm availability.
- 48 hours' notice of cancelling a booked session must be given, otherwise full payment will be due.
- Children who are not at school due to illness will not be charged.
- Invoices will be issued at the beginning of the month following attendance and must be paid by the due date.
- We accept cash, cheques (Payable to Newcastle City Council), card payments on the SIMs Agora system and childcare vouchers quoting ref 1E896/R379/Child's Name. If you wish to pay by child care vouchers please advise the office of your provider.
- Invoices for July 2021 will be issued at the start of July with payment due by the 15th July 2021.
- **Please note children MUST be collected by 4pm/5pm otherwise an additional fee of £5.00 will be charged. N.B. By signing this form you are agreeing to the terms overleaf. If you have any queries please contact Mrs Summerson on 0191 2860129.**