



## **SEA URCHINS BREAKFAST CLUB**

### **Terms and Conditions**

Contact Telephone No: 07508 676246

**BOOKINGS AND PAYMENT MUST BE MADE IN ADVANCE**

Please book and pay for Sea Urchins Club via Arbor. We do accept Childcare Vouchers. Please apply for the vouchers as soon as possible to enable you to book ahead. You must be in credit to book the sessions required and you will not be able to book sessions if your account is in arrears.

We are happy to accept bookings for whole weeks, months or terms.

**Session:** 7.45am – 8.40am

**Cost:** £5.00

**Booking:** Booking and payment should be made in advance, booking closes 3 hours before each session.

**Behaviour:** It is expected your child will behave in the Sea Urchins Club. The Supervisor will advise you of any concerns relating to your child's behaviour.

Child Protection concerns will be reported to the Headteacher (Designated Safeguarding Lead).

**Medical:** Any medical needs that you have informed the school about will be passed on to the After School Club Supervisor. Inhalers normally kept in school will be available at all times.

**Snacks:** Your child will be offered breakfast of either cereal or toast.

**Supervisor:** The Sea Urchins Club Supervisor will have completed a DBS check and will hold relevant qualifications. The supervisor will hold a first aid certificate.

**Location:** Sea Urchins are located at the rear of the hall. Access is via the side of the building and the door to the club is under the canopy in the small playground. When dropping your child off you must fill in the time and sign the register.

**Parking:** THE CAR PARK WILL BE OPEN FROM 7.45AM UNTIL 8.30AM AND YOU ARE WELCOME TO USE THE CAR PARK UNTIL THIS TIME FOR DROPPING OFF PURPOSES. AFTER 8.30AM, YOU WILL BE REQUIRED TO PARK OUTSIDE OF THE SCHOOL GROUNDS.

**By using the Sea Urchins Club you are agreeing to the terms and conditions above.**



## SEA URCHINS AFTER SCHOOL CLUB

### Terms and Conditions

Contact Telephone No: 07508 676246

#### BOOKINGS AND PAYMENT **MUST** BE MADE IN ADVANCE

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Sessions	Times	Cost
Extended Session	3.20 - 6.00pm	£7.50
Full session:	3.20 – 5.20pm	£6.50
Booking:	Booking and payment should be made in advance, booking closes 3 hours before each session.  Parents will be contacted and expected to collect their children if they have not booked in advance.	
Sessions:	If your child is collected after the session time you have booked you will be charged for either the full or extended session accordingly. Please note 6pm is the time the Sea Urchins Club Supervisor locks up – please collect your child by 6pm. If you collect your child after 6pm an additional charge of £15.00 will be made to cover the cost of staff remaining on site.	
Location:	Sea Urchins are located at the rear of the hall. Access is via the side of the building and the door to the club is under the canopy in the small playground. When picking your child up you must fill in the time and sign the register.  At 3.20pm children will be collected from their Classroom by the Sea Urchins Club Supervisor.	
Behaviour:	It is expected your child will behave in the Sea Urchins Club. The supervisor will advise you of any concerns relating to your child's behaviour.  Child Protection concerns will be reported to the Headteacher (Designated Safeguarding Lead).	
Snacks	Your child will receive biscuits and a drink of squash, water or milk. If your child is staying beyond 4.20pm please provide your own pack lunch for your child, bring to school in a named lunch bag and make the teacher aware that this is for Sea Urchins Club. Unfortunately, we do not have the facilities to heat any food up.	
Medical:	Any medical needs that you have informed the school about will be passed on to the After School Club Supervisor. Inhalers normally kept in school will be available at all times.	
Password:	Children will ONLY be released to a parent or nominated person. If you have provided the school with a password then this will be used at Sea Urchins After School Club when collecting your child.	
Supervisor:	The Sea Urchins Club Supervisor will have completed a DBS check and will hold relevant qualifications. The Supervisor will hold a first aid certificate.	

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