

# EQUITY FOR ALL



Cranbrook  
Primary School

Dear Parents and Carers,

To enable staff to know who is expected at the club, please can you fill in a new application pack and pay in **advance** to secure a place for your child. Please pay at the time of booking. This will help us to plan ahead and stop any confusion for the children.

**All fees must be paid one week in advance for your child. If you book a place you have to pay for it, even if your child does not attend.**

Please clear any arrears before booking places for the following week. Make sure you tell the staff the sessions you want and the date in advance.

The fees are

- £4.00 for Breakfast Club
- £12.00 for After-School Club up to 5:30 pm (**LATE FEE IN OPERATION** after 5.30 pm)
- £15.00 for a child who attends Breakfast and After-School Club on the same day

**There is no discount for siblings attending the same sessions**

## LATE COLLECTION FEES

Staff have agreed to stay until 5.30 pm because of their own family commitments.

The late fee in operation is £20.00 for the first 15 minutes and £1.00 per minute **AFTER THAT** as we have to pay staff overtime.

Highlands Primary School provide After-School care until 6.30 pm, cover for odd days and holidays.

Please remember the After-School Club will always close the last Friday before the holidays.

Thank you for your co-operation.

ASC

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London Borough of

Redbridge



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