



WHITMORE PARK PRIMARY SCHOOL

Halford Lane

Coventry

CV6 2HG

Telephone: 02476335697

Headteacher: Mrs McGibney

Email: admin@whitmorepark.org

Website: <http://www.whitmorepark.org/>

Twitter: @whitmore_park

Dear Parents/Carers

March 2021 After School Club

Commencing from Monday 8th March the After School Club will run from the end of your child's school day until **5.25pm Monday to Thursday** with an earlier finish time of **4.15pm on a Friday** to allow the school to be deep cleaned and fogged. Please ensure that you are no later than 4.15pm picking up on a Friday as due to the nature of the cleaning, nobody can be in the building whilst the school is being fogged

Prices are:

Daily rate - £6.00

Weekly rate - £30.00

Children will need to be collected from the school hall where they will sanitize their hands before leaving. The children will be split into 3 groups, age appropriate, to limit mixing year groups which is in line with Government guidance.

Whenever possible we will keep the children in their year groups, within rooms in line with our school risk assessment.

Conditions

1. Payment must be made within 5 days from the date on the invoice.
2. **You are required to pay for every day that your child is booked in, even if they do not attend for any reason (this includes illness).**
3. It is essential that all payments are received on time to ensure that we cover the costs of running the club.
4. Places are limited and if you fall behind on payments by more than 1 month, your child/rens space will be suspended and it will be given to the next child on the waiting list.
5. In order to ensure that our adult to child ratio is correct, any change to the required days must be communicated in writing with at least 7 days' notice.
6. You are required to pick up your child each night from the reception. This will allow us the opportunity to pass on any important messages to you. Failure to do so could result in your child losing their place.
7. All payments for after school club must be paid directly to Mrs Hands.

By signing below you are agreeing to comply with the conditions (1-7) detailed above.

Parent / Carer Name: _____ Child/ren names _____

Signature: _____ Date: _____

Thanks you for your co-operation

Mrs Hands
After School Club Manager

