



Respect – Responsibility - Resilience – Kindness – Teamwork

Fyfe Grove, Baildon, West Yorkshire, BD17 6DN

Telephone: (01274) 581898

www.hoylecourtprimary.co.uk

E-mail: office@hoylecourt.bradford.sch.uk

Head teacher: Mrs C Thirkill

Please complete the below timetable to request your child's place in Breakfast or Afterschool Club. **Please note this is a request and not a confirmation of space**, Spaces are allocated on a first come first served basis and no prior bookings in previous years are sign of allocation this year. A confirmation will be sent by Miss Mellor once your place is confirmed.

7.30am-8.40am 3.15pm-5.30pm	Breakfast Club (please tick)	After School Club (please tick)
Mondays		
Tuesdays		
Wednesdays		
Thursdays		
Fridays		

Childs Name:

Childs Class:

Allergens/ Medical Notes:

Terms and conditions: Breakfast & After School Club

The charges are £5.50 for the morning session and run from 7.30-8.40am, at which point children are taken to their classes. A breakfast of cereal, fruit or toast is provided. Drinks are always available; Breakfast is served until 8.20am please ensure your child **arrives before 8.20am** to enjoy their breakfast with plenty of time before the start of the school day.

The charge is £11.50 for the afternoon session and runs from 3.15-5.30pm. A snack e.g., toast, crackers, fruit, biscuits. Drinks are always available. We have carried out research into what other schools charge and we continue to compare very favourably with other local schools.

Payments must be made at least 7 days in advance and can be made weekly or half-termly.

Our method of payment is via 'ParentPay' or childcare vouchers. **Please note any debt of over £30 will stop your place being available.** Payments MUST be made in advance. Please do not let arrears build up. Parents/carers are encouraged to inform the After-School Club leader of any change in circumstances or a specific period of difficulty in payment.

If fees are not received as above, a verbal and subsequent written reminder will be issued. If arrears are not settled with 14 days of the service being used, we will ask for your child to be withdrawn from the club, depending on individual circumstances. However, we ask that you talk to us if you have any difficulties with payment so this can be avoided.





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We require a minimum of 48 hours' notice if you wish to cancel or change a booking. Failure to attend a booked a place will result in the full charge being made. This reflects the high demand for places and that your child's place could have been offered to another.

Please ensure the school holds up to date information regarding contact details and any health / dietary requirements your child may have.

Both clubs follow the exact same policies as the main school. This includes all Health and Safety, Child Protection, Behaviour Policy and practice. If you require more information on this, please ask or see our website 'policies' section.

Thank you for your support.

Yours faithfully

Rachelle Mellor
Breakfast and Afterschool Club Manager

Terms & Conditions: Breakfast & After School Club

As a parent/carer I agree to abide by the terms & conditions:

Child(ren)'s name:
.....
.....

Parent/carer's name:

Parent/ carer's mobile number:

Parent/carer's signature:

Date:

