

Name(s) of child(ren): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DINNINGTON OUT OF SCHOOL CLUB**

**BOOKING FORM**

 **October 2018**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Day** | **Mornings From 7.40am £5.20 (includes free snack)** | **Afternoon 3.00pm - 4.30pm****£6.70 (includes free snack)** | **Afternoon 4.30pm - 5.45pm****£4.80** |
|  Sibling discount sibling discount |
| **1st** | **Monday** |  |  |  |  |  |
| **2nd** | **Tuesday** |  |  |  |  |  |
| **3rd** | **Wednesday** |  |  |  |  |  |
| **4th** | **Thursday** |  |  |  |  |  |
| **5th** | **Friday** |  |  |  |  |  |
|  |  |  |
| **8th**  | **Monday** |  |  |  |  |  |
| **9th** | **Tuesday** |  |  |  |  |  |
| **10th** | **Wednesday** |  |  |  |  |  |
| **11th** | **Thursday** |  |  |  |  |  |
| **12th** | **Friday** |  |  |  |  |  |
|  |  |  |
| **15th** | **Monday** |  |  |  |  |  |
| **16th** | **Tuesday** |  |  |  |  |  |
| **17th** | **Wednesday** |  |  |  |  |  |
| **18th** | **Thursday** |  |  |  |  |  |
| **19th** | **Friday** |  |  |  |  |  |
|  |  |  |
| **22nd** | **Monday** |  |  |  |  |  |
| **23rd** | **Tuesday** |  |  |  |  |  |
| **24th** | **Wednesday** |  |  |  |  |  |
| **25th** | **Thursday** |  |  |  |  |  |
| **26th** | **Friday** |  TRAINING DAY |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **29th** | **Monday** | HALF TERM |  |  |  |  |
| **30th** | **Tuesday** | HALF TERM |  |  |  |  |
| **31st** | **Wednesday** | HALF TERM |  |  |  |  |
|  |  |  |  |  |  |  |
| **total** |  | **@ £5.20** | **@ £6.70 @£5.36**  | **@£4.80 @ £3.84** |
|  |  | £ | £ | £ |
|  |  | **A** | **B** | **C** |
|  | **Total Amount Payable (A + B + C)** | **£** |  |

**Please tick the sessions that you require Out of School care (one tick per child):**

**Please**

**\*\* PLEASE RETURN YOUR BOOKING FORM BY Friday 21st September 2018 LATER BOOKINGS WILL BE ACCEPTED,**

**BUT PLACES CANNOT BE GUARANTEED \*\***

**Please circle to indicate your payment method:**

**Cash/ cheque / Parentmail /childcare voucher**

**Cheques should be made payable to Newcastle City Council**

**Please sign to confirm that you have read and accept the booking terms & conditions detailed overleaf:**

**Name (Parent/Carer): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_**

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**DINNINGTON OUT OF SCHOOL CLUB**

**BOOKING TERMS & CONDITIONS**

1. Please submit your booking form as early as possible, in order to secure your child’s place. Payment for bookings **MUST** be made in advance.
2. Additional sessions can be booked at short notice, subject to availability. Late bookings can be made by contacting the school office either in person or by calling school. Payment for these additional sessions must be made in advance, where possible, or at the time of collection from the additional session.
3. If your childcare requirements change after submitting your booking form, you can swap days, providing these fall within the same calendar month (up to a maximum of 2 sessions). There will not be a refund or credit for any unused paid sessions at the end of the month.
4. If you would like to use Out of School Club following an after school activity or club that finishes at 3.45pm, the full session cost will be chargeable. Your child will still receive the free drink & snack.
5. During the morning session and the first afternoon session a free drink and snack is provided. Please advise staff if you would NOT like your child to receive this. There will be no reduction in session cost.
6. For late pick-ups, there is a charge of £2.50 for every 5 minutes after 5.45pm. Please inform OSC of your late arrival, if possible. In extreme circumstances it may be possible to waive this late charge, at the discretion of the Governing Body. Persistent late collection of children from the club may result in exclusion from use of the facility.
7. If your child is absent due to illness for up to 1 week, there will be no refund or credit. If the period of illness is longer than 1 week, any credit offered will be at the discretion of the Management Committee.