



# SUNNYHILL PRIMARY SCHOOL

## BREAKFAST CLUB & AFTER SCHOOL CARE CONTRACT

Please complete this form and hand in to the School Office

Child's Name:		Date Of Birth:		Class:	
Child's Age:		Parent/Carer:			
Address:		Mobile Number:			
		Work Number:			
Post Code:		Home Number:			
Email:					
Emergency Contact Person:		Emergency Contact Telephone No:			
Relationship to child, e.g. grandparent, family friend:					
Are there any behavioural/ developmental/ family circumstances or needs we should know about? If so, please give details:					
Please give details of any current medical information/ dietary requirements:					
Does your child need asthma medication?	YES / NO	Does your child require an EpiPen?	YES / NO		
Please ensure that any essential medication required is brought on the first day of attendance and given to a member of staff. You will be asked to complete an Administering Medication Form before medication can be given to your child.					
<b>PLEASE TICK WHICH PROVISION AND WHICH DAYS YOU WISH YOUR CHILD TO ATTEND</b>					
	<b>BREAKFAST CLUB</b> 7.30am-8.55am £4.50 per day (£3.50 siblings)	<b>AFTER SCHOOL CARE</b> 3.15pm-6.30pm £16 per day (£12.50 siblings)			
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					
CONTRACT START DAY:					

PARENT NAME: PRINT		Signature:
Date :		

### OFFICE ONLY

Date Child Enrolled:		Date Place Confirmed to Parent:		Date Payment Received:	
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## **TERMS AND CONDITIONS**

The following Terms and Conditions apply to Sunnyhill Primary School Breakfast Club & After School Care. Please read carefully and sign at the bottom to confirm that you understand and agree to these terms.

**Sunnyhill School reserves the right to end this contract if these Terms and Conditions are not adhered to.**

- Breakfast Club costs £4.50 per child and £3.50 per sibling per day and After School Care costs £16.00 per child and £12.50 per sibling per day.
- To reserve a place two weeks advanced payment is required before the start of the contract. **PLEASE NOTE: All fees must be payable two weeks in advance.**
- All payments should be made online using **SIMS Pay or barcode at any Pay point/Post Office.**
- Priority places will be given to families who do not have a debt to the school.
- Any amendments to the contract must be completed in writing two weeks in advance.
- Two weeks' notice in writing is required to end the contract.
- Children must not arrive at the Breakfast Club before **7:30am** and must not, under any circumstances, be left alone on the school site before **7:30am**.
- Children should be brought in for Breakfast Club no later than **8.30am**. Food **will not** be served after this time.
- Sunnyhill Primary School reserves the right to withdraw a place for persistent poor attendance, late/non-payment or persistent late collection.
- Late collection fee applies to children collected after 6.30pm; £10 for every 5 minutes of lateness.

**I agree to the terms and conditions as outlined above. I understand that non-payment/late payment of fees or persistent poor attendance could result in my child's place in the Breakfast Club and After School Club being withdrawn.**

<b>PARENT NAME: PRINT</b>		<b>Signature:</b>
<b>Date :</b>		