

Lacey Green Primary Academy
Breakfast and After School Club | Terms of Use
November 2022



Breakfast Club

- Breakfast club is £4.00 per session and runs from 7.30am to 8:35am. Payment is online only. Breakfast is stopped being served at 8.20am and children are taken down to class at their correct time.
- Breakfast Club can be used on a drop in basis or booked in advance. Charges are added onto your ArborPay account.

Afterschool Club

- Regular weekly sessions that are booked will continue until cancelled in writing by the parent / carer by email to afterschool@laceygreen.cheshire.sch.uk
- Currently, sessions are £12.00 per evening from 3.10pm – 6.00pm. A light tea will be provided where appropriate. Any changes to this fee will be notified to all parent / carers at least a month in advance.
- 10% discount is given on regular weekly sessions when two or more siblings from the same family attend the club.
- If a child is collected late (after 6.00pm) there will be a £10.00 charge for each 15 minutes or part thereof.
- Additional / one off emergency bookings (if permitted) are charged at £15.00 per session, regardless of the amount of notice given. No sibling discount is given for additional sessions. Once this session is booked and agreed, payment will be charged whether or not the child/ren attends. These sessions cannot be cancelled.
- **All requests / notices etc. for the same day are to be emailed before 2.30pm to afterschool@laceygreen.cheshire.sch.uk.** A response to confirm your change / emergency additional session request, will be sent to you from the school office to let you know if we have been able to accommodate your request. We do try wherever possible to accommodate emergency requests but they cannot be guaranteed.

Charges and Cancellations

- After School Club charges are raised at the beginning of each month, in advance and should be paid in full by the end of that month.
- Additional / Emergency After School Club charges are invoice when they occur and will show in your ArborPay account.
- Cancellation of your place in the After School Club needs to be notified by email to the After School Club email address mentioned above. Cancellations should be notified before the end of the month, to be effective from the beginning of the following month. Once charges have been raised at the beginning of the month they are payable in full.
- We accept childcare vouchers.
- Any regular weekly sessions booked are to be paid in full regardless of whether the child attends or not.
- You will not be charged for a session if your child is representing the school in a sport event after school.