



## Barrowby Church of England Primary School

Dear Parents/Carers,

As you may know, we have been providing a Breakfast Club and After-School Club provision at school since September 2019.

Please may we remind you of the following payment policy:

**Parents must make their booking and payment in advance using ParentmailPMX.**

All booking and fees are to be paid by 10.00am on the Wednesday each week prior to the week they are attending when making bookings through Parentmail PMX. Payment is due for all booked sessions. All bookings **must** be made before the deadline closes.

The current fees are:

Breakfast Club 7.45 - 8.45 am **£3.80**

Breakfast Club 8.15 - 8.45am **£2.30**

After School Club 3.15 – 4.30 pm **£4.30**

After School Club 3.15 – 5.30 pm **£7.80**

Late collection from school i.e. after 3.30pm or the After-School provision is charged at £3.80 per hour or part thereof for any child collected after 4.30pm or 5.30pm.

**Adhoc bookings may be made in an emergency, at the discretion of the school.** Parents should contact the school office by telephone 01476 566121 during office hours 8.30am - 3.30pm to make the enquiry. Payment by card will be taken at this time, if the school can accommodate the request, prior to your child using the provision.

**No bookings will be taken via email.**

Moving forward, we will be monitoring the booking system, on a weekly basis, for our Wrap Around Care and will contact parents if the following apply:

- Late Collections; and/or
- Outstanding Balance

We are also looking into the possibility of accepting Child Care Vouchers and will advise on this soon.

If you have any queries, please contact the school office on 01476 566121.

Yours sincerely

Mr L Batey  
Headteacher

