

**SPIRE BREAKFAST & AFTER SCHOOL CLUB**

**Charging Policy (Extended Services)**

Dear Parent / Carer,

Following is information on our charging policy for Spire Breakfast and After School Clubs.

**BREAKFAST CLUB CHARGES (Spire Nursery & Infant Children only)**

	<b>Cost per Child per Session</b>
Care from 07.45am (including taking child to class for start of day) =	£2.00

A breakfast of cereals, toast and a drink will be provided to pupils that attend from 07.45am.

**AFTER SCHOOL CLUB CHARGES (Spire Nursery, Infant and Junior Children)**

	<b>Cost per Child per Session</b>
Collection from Nursery, Infant or Juniors and care until 5.45pm =	£3.50

A light snack and / or fruit will be provided to pupils that attend the after school club after 4.45pm.

**BOOKINGS & CANCELLATIONS**

Parent / carers should contact Spire Nursery & Infant School office on **01246 234727** to book their child / children into the breakfast or after school club or to cancel a booking:-

Breakfast Club

**Breakfast Club sessions must be paid for in advance.**

Bookings cannot be taken after 3.30pm for the following morning breakfast club session.

**Failure to inform the school office before 3.30pm of a cancellation to a booking will incur a £2.00 charge per child.**

After School Club

**After School Club sessions must be paid for in advance.**

Bookings cannot be taken after 1.00pm for children wishing to attend the after school club on that same day.

**Failure to collect your child by 5.45pm will incur a £3.50 charge per child.**

**Failure to inform the school office before 1.00pm of a cancellation to a booking will incur a £3.50 charge per child.**

**Please Note: It is the school's right to refuse a place to any child who's session has not been paid for in advance.**

Please keep this letter (for your information) and return only the attached slip completed with your child / children's names and signed to acknowledge that you have read and understood the charging policy set out in this letter.

If you have any queries, please contact Sarah Kirby (School Bursar) on 01246 234727.

Regards,

Fiona McLaughlin  
Headteacher

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## **Extended Provision – Spire Breakfast and After School Club Charging Policy Acknowledgement**

Child / Children's Name: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I confirm that I have read and understood the charging policy for the Spire Breakfast and After School Clubs.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Have you missed any school letters?  
All general letters are available to view on our website.



**Tel:** 01246 234727 (Infant School)  
01246 209618 (Community Nursery)  
01246 208907 (Specialist Nursery)

**Fax:** 01246 234727

**E-mail:** [info@spire-inf.derbyshire.sch.uk](mailto:info@spire-inf.derbyshire.sch.uk)

**Website:** [www.spire-inf.derbyshire.sch.uk](http://www.spire-inf.derbyshire.sch.uk)

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