

Combe St Nicholas C of E VA Primary School
AFTER-SCHOOL CLUB GUIDELINES

- After-School Club sessions run from 3.30pm until 5pm Monday to Thursday, initially in the KSI Building. Dependent upon the number of children attending, there may be activities on the playground/park. The club is managed/supervised by Mrs Karen Treble.
- The cost of the session is £4.25 per session booked half termly.
- Cheques should be made payable to Combe St Nicholas C of E VA Primary School. Payment cards must be collected from Mrs Mooney in the office, completed for the half term in advance and given to Mrs Mooney completed with full payment.
- Nonpayment of fees could result in a child losing their place at After-School Club.
- Children are offered tea every day. If your child has specific food allergies /dietary requirements and is unable to eat the breakfast we are providing, please let us know and we will endeavor to provide an alternative that is suitable for them to eat. Children will be offered fruit juice, milk or squash and toast with a choice of spreads.
- Childcare vouchers may be used in payment. Please see Mrs Mooney in the school office if you have any questions.
- Occasional users must book in advance. This can be done at the school office, but must be done by 3pm on the previous day, to allow us to check availability of spaces.
- A registration form must be completed, giving us details of medical information, contact numbers, and dietary needs.
- Children must arrive in the KSI building at the end of the school day. It is important that every child attending the club ensures that their Class Teacher knows where they are going at the end of the day.
- Children may also attend this club after another club has finished, until parents collect at 5pm but, once again, children must ensure that the adult running the first club knows where that child is going i.e. after football, rugby or running club.
- Children must be collected promptly at 5pm, unless otherwise arranged with Mrs Karen Treble, at the side gate.
- Any child whose behaviour is unacceptable will lose the right to attend the club.