

St Lawrence Out of School Club (Larks 'n' Owls)
St Lawrence Primary School, Dog Lane, Napton, Southam CV47 8LU
Tel 01926 812447
Contract from Sept 2023
Ofsted number 130884



Contract start date: _____

Child's Full Name: _____ (use one form per child please)

Year group: _____ Child's Legal Guardian(s): _____

Name of authorised person to collect child if different from Legal Guardian(s):

Name: _____ Relationship to child: _____

All after school sessions must be pre booked, but breakfast club continues to operate on a drop in basis with no pre booking required. If you need to change a pre booked session, please contact the school office at the soonest opportunity to check for availability. We will do our best to accommodate any changes but this may not always be possible.

Please tick the sessions that you would like to be contracted to.

	Little Lawrences and Reception		Years 1-6		Weekly cost of contracted sessions
	7.30 – 8.45 am £6.30 per session Includes breakfast.	3.15 – 6.00 pm £13.00 per session Includes a hot or cold light meal	7.30 – 8.45 am £5.25 per session Includes breakfast.	3.15 – 6.00 pm £11.00 per session Includes a hot or cold meal light meal	
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					

Preschool 30 hour claimants only:

Please indicate here if you plan to use the 30 hours preschool funding to pay for the above sessions:

Number of hours used in Larks 'n' Owls _____ (breakfast sessions =1.25 hrs, afternoon sessions =2.75 hrs)

Please note the following Terms and Conditions before signing this form:

1. Contracted session charges will apply whether your child attends the session or not.
2. Charges will not apply if the club closes due to unforeseen circumstances.
3. Contracted days are not transferable to other days of the week. Permanent changes will require a change of contract. **Any additional sessions will be charged at the flexi-rate.**
4. Payment is required in advance of sessions being taken. If an account is in arrears, full rates will apply.
5. We accept payments via School Money, childcare vouchers, tax free childcare or cash. Cheques are not accepted.
6. We reserve the right to refuse access to the club if charges run into arrears.
7. A late collection charge of £5 per 5 minutes per child may be applied.
8. Parents/carers MUST inform the school (via email) if a child will not be attending their regular contracted session for any reason.
9. All charges are reviewed every year.
10. **A 4-week notice period is needed to terminate your contract.**

I would like the above named child to attend St Lawrence Out of School Club (Larks 'n' Owls) on the sessions indicated and agree to the terms and conditions that are outlined above.

Signed: _____ (Parent/Guardian) Print Name _____

Date: _____