



Larks 'n' Owls – Out of School Club

at

St Lawrence Church of England (VA) Primary School

Dog Lane, Napton, Southam, Warwickshire CV47 8LU

Tel: 01926 812447

e-mail: office@stlawrenceprimaryschool.co.uk

www.stlawrenceprimaryschool.co.uk

Ofsted number: 130884

Headteacher: Bethan Hanna



Larks 'n' Owls (Out of School Club) Contract 2024-2025

Start date:			
Child name:			<i>(use one form per child)</i>
Year Group			
Name of Legal Guardian			
Contact details			
Telephone		email	
Other person authorised to collect (if different from Legal Guardian)			
Name			
Relationship to child			

- All afterschool Owls sessions must be pre-booked and all *regular* before School Larks sessions should be pre-booked
- Additional sessions in Larks (before school club) can be on a 'drop-in- basis (no pre-booking required) and will be charged at the contract rate
- Any additional sessions in Owls (after school club) must be pre-booked and will be charged at a flexi-rate (see below)
- If you need an additional session please contact the school office at the soonest opportunity to check for availability. We will do our best to accommodate any additional sessions but this may not always be possible

Little Lawrences (pre-school) and Reception <i>Please tick the sessions that you require</i>		Year 1 to Year 6 <i>Please tick the sessions that you require</i>		
Larks (before school club)	7.30 am – 8.45 am £6.50 per session (includes breakfast)	Larks (before school club)	7.30 am – 8.45 am £5.50 per session (includes breakfast)	Costs
Monday		Monday		
Tuesday		Tuesday		
Wednesday		Wednesday		
Thursday		Thursday		
Friday		Friday		
Owls (after school club)	3.15 pm – 6.00 pm £14.00 per session (includes a hot or cold light meal)	Owls (after school club)	3.15 pm – 6.00 pm £12.00 per session (includes a hot or cold light meal)	Costs
Monday		Monday		
Tuesday		Tuesday		
Wednesday		Wednesday		
Thursday		Thursday		
Friday		Friday		

Pre-school 30-hour claimants only

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

Number of hours to be used			Total hours
Larks (before school) sessions (NOTE: 1 session = 1.25 hours)		Owls (after school) sessions (NOTE: 1 session = 2.75 hours)	

Owls (after school) Flexi sessions charges	Pre-booked £15.00 per session (before 4pm the previous day)	Booked after 4 pm the previous day or on the day £16.50 per session
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Please read Terms and Conditions before signing this form (see following page)



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Terms and Conditions

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.
5.	If payment is not received, and/or an account is in arrears, we reserve withdraw access to the club and terminate the contract.
6.	We accept payments via School Money, childcare vouchers or through the Government Tax Free Childcare scheme. Cheques are not accepted.
7.	A late collection charge of £5 per 5 minutes per child may be applied.
8.	Parents/carers <i>MUST</i> 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 or change your contract.

Acceptance of contract for Larks 'n' Owls (Out of school club)

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

**Name
(please print)**

Date