

**PURLEY NURSERY &
TERM TIME ONLY
AFTER SCHOOL CARE 2019-**
Dear Parents,



RECEPTION PARENTS
2020

Due to the high number of children now using this service it is advisable that you book in advance. With this in mind, to adequately staff the times and dates you require, please return the attached booking form **at your earliest convenience to** nursery@cumnorhouse.com.

Terms and Conditions for A.S.C follow:

1. Places must be booked in advance to allow for staffing requirements
2. If non-booked places are available these will be offered and made available on the day of booking and will be allocated on a first come first served basis.
3. ALL sessions booked are chargeable, even if these are subsequently not taken for whatever reason.
4. If you are late to pick up your child from your allocated booking time a charge will be made for the next full hour.
5. Late Payment charges will be applied as follows £1 per every minute late after 6pm
6. If you are late more than 3 times per month collecting your child at the close of After School Care at 6 pm, you will receive a letter from the Nursery manager informing you that you have been late more than 3 times and you will be invited to a meeting to discuss this, if after this initial meeting the lateness continues then you will be requested to attend a meeting with the headmaster and your After School Care place may be at risk.
7. Charges will be invoiced in arrears and appear on your termly fee invoice
8. Changes
 - 3-4pm £5.25
 - 3-5pm £10.50
 - 3-6pm £15.75The full hour(s) booked will be charged even if you collect your child earlier than the specified booked time(s).
On the Day bookings or bookings made after Monday 10th June 2019 charges are as follows:
 - 3-4pm £6.25
 - 3-5pm £12.50
 - 3-6pm £18.75
9. Please remember if you're held up or going to be late CALL US on 0208 668 5886.

Purley After-School Care

Please ensure all forms are emailed back to the nursery secretary at Purley Nursery on nursery@cumnorhouse.com

Childs Name

Date of Birth

Current Class

I would like my child to attend After School Care on the following dates: (please circle the dates and times required)

September/October

4th, 5th, 6th 3-4pm/3-5pm/3-6pm

9th, 10th, 11th, 12th, 13th 3-4pm/3-5pm/3-6pm

16th, 17th, 18th, 19th, 20th 3-4pm/3-5pm/3-6pm

23rd, 24th, 25th, 26th, 27th 3-4pm/3-5pm/3-6pm

October

30th, 1st, 2nd, 3rd, 4th 3-4pm/3-5pm/3-6pm

7th, 8th, 9th, 10th, 11th 3-4pm/3-5pm/3-6pm

14th, 15th, 16th, 17th, 18th 3-4pm/3-5pm/3-6pm

21st October – 1st November Half Term

Pre-Booked Prices (All booked sessions are chargeable)

3-4pm per session will cost £5.25

3-5pm per session will cost £10.50

3-6pm per session will cost £15.75

Late Collection after 6pm will be charged at £1 Per min

Ad hoc Prices and prices booked after 10 June 2019

3-4pm per session will cost £6.25

3-5pm per session will cost £12.50

3-6pm per session will cost £18.75

Places are subject to availability and are on a first come first served basis.

The staff should be aware of the following conditions: note Allergies, Vegetarian or Halal food:-

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Is your child on any regular medication that staff need to know about, if so what are they:-

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In case of an emergency I can be contacted on

Parents name.....

Mobile

Home

Work

Parents name.....

Mobile

Home

Work

If unavailable, you should contact (None of the above)

Name.....

Mobile

Home

Work

In the event that I am not able to collect my child the password for collection is

.....

I hereby acknowledge the terms and conditions of the Tea Time Club.

Parent name

Signed

Date.....

Office use

Received by Date.....

Sessions confirmed and booked in.....

Copy on file, copy emailed to Mrs Farrugia