



Out of School Provision Application form

I would like my child to attend the Explorers – After School Club/Breakfast Club (delete as appropriate)

Name of child _____ **Class** _____

Emergency contact details/Mobile Number: _____

Does your child have any medical conditions / allergies we should be aware of?

Please give any details _____

- You need to book no later than **24hours** for either 'Breakfast Club' or 'Explorers' otherwise we cannot offer a space for your child, on the new system Arbor.
- The office is **no longer** able to manually add or take payment for any bookings.
- 'Breakfast Club' remains at £6 for a 7.45am drop off and £5.00 for an 8.00am drop off. 'Explorers' remains at £8.50 for the 2 hours.
- If you arrive at the gate for Breakfast Club provision **without** a booked place, your child will not be offered a space. This is due to high numbers, legal ratios, safeguarding and food provision.
- Please remember that there are **2 specific drop off** times when a member of staff will be meeting you and your child at the main gate. These times are either 7.45am and 8.00am.
- If you are running late and arrive after 8am then please bring your child to the school Reception and **not** to the hall.
- If a child arrives with no parents in the morning and no booked place you will receive a call to collect your child.

'Explores Club'

- Please be advised that all children need to be collected promptly by 5.15pm as school is closed at this time. If your child is collected after 5.15pm there will be a late fee of £5 added to your account for each child attending.
- If your child does not have a booked space, you will be called to collect your child, again this is due to pupil ratios, safeguarding, food provision and high numbers.
- If you are late picking up on more than 3 occasions, we reserve the right to cancel your child's space.

Please can all current and newly registered families complete the new application forms which will be given to you on the school gate from 'Breakfast Club' and on collection from the 'Explorers'.

N/B The clubs retain the right to omit children from the club if they do not respect the school's behaviour policy and do not follow the Heatherlands Way.

Parent/Carers name: _____

Signed: _____ **Date:** _____

Email: _____

Please complete and email to the school office.



National Support School

designated by



National College for
Teaching & Leadership

