



Datchet St. Mary's Extended Services Terms and Conditions

Datchet St. Mary's Academy provides wrap around care on site, provided by our own staff to help our working parents. This is situated in our stand-alone canteen and provides a range of daily activities, breakfast and afternoon snacks. We have endeavoured to keep prices low, and the clubs are open to all children from Reception to Y6. Unfortunately, we cannot offer this to our Nursery children as this requires different ratios of staff to pupils.

Booking

Booking of places can be done on the Tucasi system or by calling the school office. We ask that calls are made before midday for that afternoon's sessions. Regular attendees need not call each time.

Payment

Breakfast Club runs from 7:45am - 8:50am and the cost is £6.50 per session.

Sunshine Club is open from 3:25pm - 6:00pm (5.00pm on Friday) and the cost is £7.00 until 4.30p.m. or £14.00 thereafter. If a child attends a different after school club first and then joins Sunshine Club, the reduced rate of £7.00 is applicable. Fees for Extended Services must be paid during the half- term they are used. All fees are to be paid using the SCO-Pay online system.

Failure to pay fees by the set deadline will result in a 'no pay no play' exclusion. All unpaid fees will be recovered through a debt recovery process.

The school has registered with the Government for their tax free child care scheme.

Closures

If, due to unforeseen circumstances, such as adverse weather conditions, it is necessary to close Breakfast or Sunshine clubs, parents will be informed by the school website and via email.

Drop off and Collections.

Breakfast Club opens at 7.45. Please do not drop your children off before this time as they will not be able to gain access to the club. Similarly, please do not drop your child in the car park and leave them to make their own way to the club.

Sunshine club closes at 6:00pm (5.00pm on Friday). Parents and carers are advised to arrive by 5:55pm (4.55pm on Friday) to collect their children in good time. Children will not be allowed to walk home alone or with siblings under the age of 16. Please ensure you inform staff if someone other than the people on your child's registration form will be collecting them from Sunshine. If you (or the person collecting your child) are running unavoidably late, **please call the Sunshine team on 07719355211** immediately. We reserve the right to charge parents and carers £2.00 for every 5 minutes late pick-ups. If, after we have made every effort to reach available contacts, a child has still not been collected by 6:30pm, we will follow DfE guidelines and call social services.

At the end of each whole academic term (Christmas, Easter and July), school finishes by 1:45pm. Sunshine club will not be available on the last day of term.

Data Protection and Confidentiality

Information about your child (e.g. medical needs) and contact details will be taken from the club registration form and we ask that when changes are made to telephone numbers or medical information that the clubs are informed as well as the school. All information given is treated in strictest confidence. No information about you or your child will be given without your prior consent, except in child protection cases.

I accept the Terms and conditions of the breakfast and Sunshine Clubs

Signed.....date..... Parent/Carer of.....