

Early Years Department Extended Day

Due to the success of the extended day facility this will be continued in the new academic year.

The timing of this will be from 3.30pm until 4.30pm and the facility will be run by our own qualified and experienced Early Years staff. There will also be a 30 minutes late collection period for those occasions when parents are unavoidably detained. The charge for this will be as follows:

Collection between 4.31pm and 4.45pm £1.00

Collection between 4.46pm and 5.00pm £2.00

Some parents may wish their child to stay every day or on regular selected days. In this case please fill in the attached sheet and return it to the Early Years department office. Some may just like to use this facility when it best suits their busy lives. This can be arranged by telephoning the Early Years secretary on or before the day.

The charge for this extended day will be £5 per day and in order for the children to receive the maximum benefit from this facility, it is expected that they will stay for the whole of the session. I am aware that on a rare occasion you can run late; at such times your child will be looked after by the staff and a pro rata payment will be charged.

However, if a child is left after the late collection period expires (5.00pm) there will be a charge of £2.00 for every 5 minutes thereafter.

Early Club will run from 8.00am until 8.30am as before but the charge will increase to £1.50 per session. We now offer a Breakfast Club, as an extension of the Early Club, the charge for this facility is £2 per session.

All charges will be added to the termly fee invoice.

Extended day arrangements

Name of child.....class.....

I would like my child to stay on the following days

Please tick

Monday

Tuesday

Wednesday

Thursday

Friday

Please return to the Early Years office at Cecil Park

Pre Prep Department Extended Day

Due to the success of the extended day facility, this will be continued in the new academic year.

The timing of this extended day provision will be from 3.45pm until 4.45pm and the facility will be run by our own qualified and experienced Reddiford staff. There will also be a 30 minutes late collection period for those occasions when parents are unavoidably detained. The charge for this will be as follows:

Collection between 4.46pm and 5.00pm £1.00

Collection between 5.01pm and 5.15pm £2.00

Some parents may wish their child to stay every day or on regular selected days. In this case please fill in the attached sheet and return it to the Pre Prep department office. Some may just like to use this facility when it best suits their busy lives. This can be arranged by telephoning the Pre Prep secretary on or before the day.

The charge for this extended day will be £5 per day and in order for the children to receive the maximum benefit from this facility, it is expected that they will stay for the whole of the session. I am aware that on a rare occasion you can run late; at such times your child will be looked after by the staff and a pro rata payment will be charged.

However, if a child is left after the late collection period expires (5.15pm) there will be a charge of £2.00 for every 5 minutes thereafter.

Early Club will run from 7.55am until 8.25am as before but the charge will increase to £1.50 per session.

All charges will be added to the termly fee invoice.

Extended day arrangements

Name of child.....class.....

I would like my child to stay on the following days

Please tick

Monday (Art activities)

Tuesday (Science & nature activities)

Wednesday (IT activities)

Thursday (Literacy activities)

Friday (Physical Education activities)

Please return to the Pre Prep office at Marsh Road

Prep Department Extended Day

Due to the success of the extended day facility, this will be continued in the new academic year.

The timing of this extended day provision will be from 4.00pm until 5.30pm and the focus of this facility will be to provide a quiet and supportive atmosphere in which a Prep child can complete their set homework. If the children have no homework or they finish before you wish to collect them they will be kept happy with a range of quiet activities.

Some parents may wish their child to stay every day or regular selected days. In this case please fill in the attached sheet and return it to the Prep Department office. Some may just like to use this facility when it best suits their busy lives. This can be arranged by telephoning the Prep secretary on or before the day.

The charges for this extended day facility are outlined below:

£1.00 for up to 15 minutes

£2.00 for up to 30 minutes

£3.00 for up to 45 minutes

£4.00 for up to 60 minutes

£5.00 for up to 75 minutes

£6.00 for up to 90 minutes

If a child is left after the late collection period expires (5.30pm) there will be a charge of £2.00 for every 5 minutes thereafter.

Early Club will run from 7.55am until 8.25am as before but the charge will increase to £1.50 per session.

Clubs

In order to partially offset the cost of running clubs, from September 2009 there will a charge of £25.00 per term for after school clubs and £15.00 for lunch time clubs. All charges will be added to the termly fee invoice.

There will also be a number of free lunch time activities that children will be invited to if it is felt it will be of benefit to their education. You will be notified of these individually.

Extended Day and Clubs for Early Years, Pre-Prep & Prep Departments

Extended day arrangements (formerly late club)

Name of child.....class.....

I would like my child to stay on the following days *Please tick*

Monday.....Tuesday.....Wednesday.....Thursday.....Friday.....

Please complete the form below indicating the clubs you would like your child to attend

Clubs

<u>Subject</u>	<u>Teacher</u>	<u>Class(s)</u>	<u>Day</u>	<u>Start/Finish Time</u>	<u>Choice</u>	<u>Charge</u>
Art Club	Mrs Cound	3 – 6	Monday	3.45-4.45		£25
Chess Club	Mr Cassidy	5 & 6 3 & 4	Friday & Thursday	1.00-1.30 1.00-1.30		£15
Drama Club	Mrs French	Year 6	Monday	3.45-4.45		£25
French	Mrs Edwards	Year 6	Wednesday	1.15-1.45		£15
IT Club	Mr Hewinson	3 & 4 5 & 6	Thursday Tuesday	3.45-4.45 3.45-4.45		£25
Recorder Club	Mrs O’Beirne	3 - 6	Mon/Wed	1.00-1.30		£15
Science Club(Megastar)	Miss Qureshi	Year 5	Monday	3.45-4.45		£25
Science Club(Superstar)	Mrs Radette	Year 4	Wednesday	1.00-1.30		£15
Spanish	Mr Porter	Year 4	Wednesday	1.00-1.30		£15
Tennis	Mr Martin	3 & 4	Thursday	3.45-4.45		£25
Football	Games staff	3&4	Tuesday	3.15- 4.30 (5.00 pick up)	By invitation	£25
Football	Games staff	5&6	Thursday	3.15- 4.30 (5.00 pick up)	By invitation	£25

Please return to Mrs Fretwell at the Prep office at Cecil Park asap

RETURN THIS FORM EVEN IF YOUR CHILD ALREADY ATTENDS

Additional classes

Karate £50 per term, Mandarin £60 per term, Dance classes at Marsh Road
(various rates, please enquire for details)

Karate	Mr Mitchell	3 - 6	Wed/Fri	3.40 - 5.00	
Mandarin	Miss Tang-	1 - 6	Tues Wed	3.40–4.30+4.30– 5.20 3.40-4.30	

Extended Day and Clubs for Early Years, Pre-Prep & Prep Departments

