



After School Club Booking Form

When?

From the end of the school day until 6.00pm (last pick-up).

Where?

Based within the school, the After School Club takes place throughout the hall, the classrooms, group rooms, the nurture room and food science room. Parents collecting children should access via the hall door (entry to the school site will be from the Old Woking Road gate for pick-ups).

Who?

The Club is open to all children at the school from Reception (once they are full time) to Year 6. Children are grouped into four bubbles: EYFS/Years 1&2/Years 3&4/Years 5&6.

What will we do?

The Club is meant to be more home than school... All children are provided with a small healthy snack and a carton of drink on arrival to the club. Parents have the option to order a hot tea for their child to eat at After School Club at a cost of £2.00 per child per day. The options are baked beans/spaghetti hoops on toast with cheese or a toasted bagel with various toppings including ham, jam and honey. A piece of fruit and a variety of biscuits is also included.

There are lots of activities for the children to choose from. These include outside games (weather permitting), art and crafts, construction toys, quiet areas for games and reading and chat, the option to do homework or use the computer, there will be opportunities to play electronic games and the chance to chill with a DVD.

How much does it cost?

A regular place at the After School Club costs £13.00 a day and is payable online via SCOPAY half a term in advance. Our Extended School provision is Ofsted registered and we accept childcare vouchers as payment for sessions, please contact us for more information.

Children can be booked in for regular days every week/term or on an adhoc basis (at £13.50 per session) - the choice is yours.

To request a space please complete the booking form and return it the school office or email a copy to admin@marist.surrey.sch.uk.

The club is staffed by Marist support staff along with staff from CM Sports coaches (known to the children from games' lessons).

If you need to contact the Club staff during out of school hours please call the main school office number (01932 344477) and select 'Extended Schools' option 6.

The club will be open every day of term **except** INSET days and the last day of each term when school ends at 1.15pm.

To reserve your space, please return this form to Mrs Sergent in the school office or email to admin@marist.surrey.sch.uk

For ad hoc bookings and enquiries, please contact the school office ☎ 01932 344477

or ✉ admin@marist.surrey.sch.uk



After School Club Booking Form

Child's Name Class Birth Date

Parents' Name/s.....

Home Address.....

Parent's Contact number: (Home/Mobile).....

Parent's email address for invoicing purposes.....

Emergency Contact Telephone Numbers:

1: Name..... Work..... Mobile.....

2: Name..... Work..... Mobile.....

3: Name..... Work..... Mobile.....

Days requested, please complete as appropriate:

I would like my child/children to attend on the following days:

Mon	Tues	Wed	Thurs	Fri	Start Date

Please note: you will receive confirmation, written to the above e-mail address, to confirm that we have a space for your child in the club. Until you receive confirmation of a request spaces are not guaranteed.

Who is authorised to collect your child from After School Club? (include all names and relationship to child)

For security reasons, please provide a password. Authorised adults will be required to give the correct password before they will be allowed to collect your child. Please do not share the password with your child.

Password:

Please list any allergies or other medical information for your child:

I certify that the child I am enrolling is allowed to attend After School Club and in the event of an accident I hereby give my consent for a trained member of staff to administer first aid or to seek emergency medical advice or treatment on my behalf. The cost is £13.00 per child, per regular session and fees are payable in advance.

Ad hoc sessions can be booked by emailing Mrs Sergent on admin@marist.surrey.sch.uk or by contacting the school office if less than 24-hours notice. The cost is £13.50 per child, per ad hoc session. For further information about making regular payments via BACs or childcare vouchers please contact Mrs Sergent in the school office. Please refer to the full Breakfast Club and After School Club Policy for full details of cancellation policies and payment terms.

Signed..... Name Date

Date received by school office(to be completed by school office)

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