



Twilight Club

Booking, Fees and Payment

September 2026

PLEASE RETAIN

Breakfast Club (regular booking)	7.45am - 8.45am	£5.50 per child per session
Breakfast drop in session	7.45am- 8.45am	£6.00 per child per session
After School Club (regular booking)	3.15pm - 6.00pm	£13.00 per child per session
After School Club drop in session	3.15pm - 6.00pm	£13.50 per child per session

Late collection after 6 p.m.: **£10 per quarter of an hour**

Cancellation of regular bookings: **All bookings are non-refundable. Fees remain payable for all booked sessions, regardless of whether a child attends, unless otherwise agreed by the Headteacher. No cancellation fee will be charged where a child is unable to attend due to a school-organised activity or event, provided Twilight Club is notified in advance.**

Sessions may be booked as follows:

- Directly with Twilight Club on 07919 803682 or by email on twilight@pdp.w-berks.sch.uk
- Bookings should be made at least 48 hours in advance or make use of the drop in session if available.
- Where demand exceeds places a waiting list will be operated

As detailed above:

- Invoices are issued one month in advance and payment must be paid within 14 days of the invoice date (and before the booking is taken), or on the day of booking if a drop in session.
- Changes to bookings must be given in writing with a minimum of 10 working days' notice or payment will be required in lieu of notice.
- A registration form must be submitted before a child can be accepted into the club. A new registration form must be completed subsequently each academic year.
- Persistent late or non-payment of fees will result in the loss of your child's Club place.
- Failure to collect children by 6 p.m. will result in a charge of **£10 per quarter of an hour** to cover the costs of the two staff who are legally required to stay.

Payment can be made via the following methods:

❖ **By Bank Transfer**

WBDC Parsons Down Junior School Imprest Account

Account number: 16292634

Sort code: 60-15-07

always quote 'Twilight 'and your child's surname.

❖ **By Childcare Voucher**

-Please ask Club Manager for account numbers for voucher providers.