



Twilight Club

Booking, Fees and Payment

July 2023
PLEASE RETAIN

Breakfast Club (regular booking)	8.00am -8.45am	£5.00 per child per session
Breakfast drop in session (2 places per day only)	8.00am-8.45am	£5.50 per child per session
After School Club (regular booking)	3.15pm-6.00pm	£12.50 per child per session
After School Club drop in session (2 places per day only)	3.15pm-6.00pm	£13.00 per child per session

Late collection after 6 p.m.:

£10 per quarter of an hour

Cancellation of regular bookings:

48 hours notice or payment in lieu of notice

Sessions may be booked as follows:

- Directly with Twilight Club on 07919 803682
- 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:

- All fees must be paid in advance or on the day of booking.
- Where a regular weekly booking is made, 48 hours cancellation notice must be given in writing 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 cash**

– In a sealed envelope clearly marked 'Twilight Club' and handed in to a member of staff at the Club. Please obtain a receipt.

❖ **By cheque**

– Payable to '**Parsons Down School**', in a sealed envelope clearly marked 'Twilight Club' and handed in to a member of staff at the Club. Please obtain a receipt.

❖ **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.