

# St. Mary's C. E. Primary School

Brookpit Lane, Clymping, Littlehampton, West Sussex, BN17 5QU

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Headteacher: Justin Murray

## Breakfast Club Booking Form

8.00am to 8.45am, every school day

£4.00 per day per child

Child's Name: \_\_\_\_\_ Year Group: \_\_\_\_\_

**For a regular booking the sessions required are (please tick the relevant day/days):**

**For the period from: \_\_\_\_\_ to: \_\_\_\_\_**

Monday	Tuesday	Wednesday	Thursday	Friday

**For an ad-hoc booking the sessions required are (please tick the relevant day/days):**

**For the period from: \_\_\_\_\_ to: \_\_\_\_\_**

Monday	Tuesday	Wednesday	Thursday	Friday

- I understand that invoices are issued monthly in arrears at the end of each month. Payments is preferably by BACS but cheques and cash can be accepted
- I understand that each booked session must be paid for even if my child does not attend (due to sickness, weather condition or school closures as these are beyond the control of the breakfast club)
- I will give two weeks' notice if I wish to cancel my child's booking
- I have completed a registration form and have read and agreed to the terms and conditions.

Signed by Parent/Carer: \_\_\_\_\_

Date: \_\_\_\_\_

### School office use:

Has a registration form been completed?

Has a copy of the booking form be given to the parent/carer if required?

Date when the registration list has been updated:

Completed by: