

Prep Department Extended Day/Late Club

Extended day facilities are available to **6pm** Monday to Friday.

Extended Day Information

The timing of this will be from 4.00pm until 5.00pm and the facility will be run by our own qualified and experienced staff. The focus of this facility is to provide a quiet and supportive atmosphere in which a Prep child can complete their set of 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.

The charge for this extended day will be £6.00 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.

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 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 Upper School Secretary on or before the day.

Please ensure that you provide your child with a fruit and/or vegetable snack in a clearly named separate container.

Late Club Facility

There will also be a 60 minutes late club, which runs from 5.01pm to 6pm.

The additional charge for this will be as follows: -

Collection between 5.01pm and 5.30pm	£3.00
Collection between 5.31pm to 6.00pm	£3.00

For example, if your child is in late club and extended day until 5.30pm you will be charged £9 for that session.

However, if a child is left after the extended day late club has finished (6pm) there will be a charge of £5.00 for every 5 minutes thereafter.

Early Club will run from 07.55am until 8.25am as before but the charge will increase to £2.00 per session.

All charges will be added to the termly fee invoice.

Please note that the following additional clubs will also be charged as follows:

Lunchtime Clubs - £20 per term.

After School Clubs - £30 per term.

Extended Day Facilities

Name of Child.....Class.....

Monday	Tuesday	Wednesday	Thursday	Friday

Signed.....