



Ad Hoc Basis

Before and After School Care

Child's Name Class.....

(One form for each child in the family)

Week Commencing

	Cost per day	MON	TUES	WED	THU	FRI	Cost
Early Bird 7.45am to 8.10am	£2.50						£
After School 3.45pm to 4.45pm	£5.00						£
After School 3.45pm to 5.15pm	£7.50						£
Post Squads and Clubs To 5.15pm <i>(please note in box above which activity your child is doing)</i>	£2.50						£
Total Cost – this will be added to your next fees invoice							£

My child will be collected by

whose telephone number is

Signed (Parent) Date

Hornsby House School
Before and After School Care – Ad Hoc

The before and after school care is primarily for those parents who wish to make a regular arrangement for the term. Please complete the enclosed form to book a place and return it to the school Office, with a cheque as soon as possible.

If you need to book the facility for use on an occasional “ad hoc” basis, please collect and complete a form from the School Office and return it to the Office. You will be invoiced for the payment.

The “Early Bird” Club will run from 7.45am in the e-learning suite in the Mavis Gotto Building. This will take the form of the children being supervised while they read silently in the Library and they will then go to their classrooms at 8.10am. The daily charge will apply to any child arriving before the School gate opens at 8.10am

After School Care

The children attending the after school care will be divided into Lower and Upper School groups. All children will be provided with a plain biscuit, a drink and a piece of fruit and they will have a playtime outside.

The Upper School children will then be supervised until 4.45pm to do their homework. Please do not collect your child between 4.15 and 4.45pm when the older children will be doing homework. From 4.45pm to 5.15pm there will be a programme of activities.

The Lower School children will stay in their classrooms until 3.45pm when they will be taken to the Club where they will have their snack and playtime and then be supervised while they do any written homework and then will follow a programme of activities.

We will not hear the children read individually as we feel this should be a parental activity.

Please collect your children promptly or a surcharge will be made.

There is no charge for children who are being looked after whilst waiting for an after school club to begin, eg the second sessions of French, Ballet and Drama clubs etc.