



BREAKFAST & AFTER SCHOOL CLUB INFORMATION SHEET

Over the Rainbow has been running a playschool at the Holbrook Community Centre since 1996, catering for ages 2 – school age.

In September 2019, we opened a Breakfast and After School Club for playschool children and for children who attend Holbrook Primary School.

Breakfast Club

This opens at 07.45 and costs £5.50 per day. Your child will be offered a choice of breakfast cereals and toast, pancakes etc. with milk or water to drink. They will be walked to Holbrook School and left at the doors of their classrooms.

After School Club

This starts at 3pm when your child is collected from outside their classroom (unless you have given permission for them to walk to the Community Centre – this is for years 5 and 6 only) and walked back to the Centre. Once there, they will be offered a choice of healthy fruit snack and a treat. After this, they can then play games, use the outside space, read, do arts and craft or just sit and do homework. Your child can be collected by 6pm at the latest.

We offer flexible pick up times for after school club and these can be:

Pick up by 5pm - £14.00 per session

Pick up by 5.30pm - £15.00 per session

Pick up by 5.45pm - £15.50 per session (Fridays only)

Pick up by 6pm - £16.00 per session

Being caught up at work or stuck in traffic can happen and we ask that you send a text or make a phone call to 07827 372960 just so we know the situation.

Fees

The fees will be invoiced monthly in advance and are due to be paid by the date shown on the invoice – this is the first Friday of every month. If the invoice is not paid by this date, the invoice will be resent on the Saturday following and will have a 10% late payment fee added.

Late payment of invoices for 3 months could result in your child's space being terminated at Breakfast and/or After School Club.

We accept payment by bank transfer, cheque, cash or childcare vouchers.

Sessions

Once you have informed us of the days and clubs you would like your child to attend, these will be invoiced. Payment is still due if your child is off sick, on holiday which is taken during school term time or if you collect your child from school yourself. Changes to days/clubs can be made, you just need to speak to us. We do not charge for school inset days, school holidays or bank holidays.

Notice

Should there be a change in your circumstances and you no longer wish to use our service, please give us a calendar months notice, in writing to cancel our agreement. No refund will be given of any fees paid where no notice has been given.

Reporting of Absence

If your child has been sick or had diarrhoea, they are unable to attend the clubs until they have been clear of ALL SYMPTOMS for 48 hours (the same as school). Please inform us on 07827 372960 if your child is **not** attending a club they are booked in to – this will ensure we do not wait at school to collect them.

Sharing Information

It is your responsibility to inform us of any changes to personal details, ie contact numbers, address etc. as soon as possible. If your child has any medication at school, we obviously are happy to collect this, but we need to be informed.

Club contact details are:

DURING 07.30-17.30, Monday - Friday - call/text 07827 372960

Outside these times: Call/text/WhatsApp 07909 714025 (Liz) ***(This number is not monitored during 07.30-17.30 Monday-Friday so no messages received will be dealt with until after 17.30)***

Email: liz.pratt@otrplayschool.com