

GREAT MISSENDEN CHURCH OF ENGLAND COMBINED SCHOOL

EARLY MORNING AND AFTER SCHOOL CLUBS – Including Holiday Club

Information for parents

The Early Morning Club

- Runs from 7.50am to 8.50am every day the school is open.
- The Club takes place in the Dining Room and is open to children aged 3 to 11 years.
- A snack/breakfast is available if parents request this.
- Bookings cost £5 per session.

The Jumping Jellybeans After School Club (07842 571 781 – for use after 3.15pm)

- Runs from 3.15 to 6.00pm every day the school is open, apart from the last day of each term.
- The Club takes place in the “Jellybean Room”/Dining Room and is open to children aged 3 to 11 years
- 1 hour sessions (pick-up 4.15pm) and full sessions (pick-up any time after 4.15pm but **before 6.00pm**).
- A nutritious healthy snack is included in the full session price
- Bookings cost £5 for a 1 hour session and £12 for a full session.
- Our aim is to provide a friendly and fun environment for the children. There are creative indoor activities and games, use of the ICT suite and also outdoor playtime, weather permitting. They are given a brightly coloured top to wear, and they are involved in planning new activities for the clubs.

Cancellations

- Any booked sessions that are cancelled with less than 24 hours written notice (or if a child does not turn up) will be fully chargeable at the relevant session rate, with the exception of Holiday Club which requires 7 days notice. For any cancellations or alterations to booked sessions please e-mail ampmclubs@greatmissendenschool.co.uk.

Registration, How to book and pay

- If you would like your child/children to attend Early Morning Club, Jumping Jellybeans After School Club or Holiday Club please complete the registration form. All children must be registered prior to attending the clubs.
- All sessions must be booked using the School Gateway system.
- There are two ways to access School Gateway download the app from your app store (Android and iPhone), or visit the website: www.schoolgateway.com and click “New User”. You’ll receive a text message with a PIN. Use this PIN to login to School Gateway.
- Once sessions are booked payment is due immediately. Payment can be made using a debit or credit card, by transfer to the school (see below), or by using child care vouchers.

Bank Details

Account name	Great Missenden C of E School
Sort Code	30-14-77
Account Number	11263168

- A £10 late payment charge will be applied to accounts not settled by the end of each half term.

Please note

- It is important that children are collected from After School Club no later than 6pm. A late pick-up charge of £10 will be made for each child not collected by 6pm. This fee will be added to your account.
- Continued non-compliance with any club policies including frequent late pick-ups or regular late settlement of accounts, may lead to your child/children being unable to attend the Clubs.