



Dear Parents

Early Birds' takes place from 7.30am to 8.45am. Children must not arrive before this time and, to ensure the child:adult ratio is correct, **places need to be pre-booked** as we cannot take children who have not previously informed us they are attending.

A variety of foods are available: cereals, crumpets, toast, bagels, yoghurt, fruit juice and milk. We have various activities for children to do and join in with. Following the session, the children will be taken onto the playground by a Breakfast Club supervisor.

The cost of **Early Birds** sessions is £4.50 per morning.

Owls

The after school club runs from 3.30pm to 6pm. A light tea such as beans on toast, sandwiches and toasted sandwiches will be provided, along with fruit and a drink. Activities will include art, craft, mini-sports, playing on the computer, reading etc.

The cost of the sessions will be:

Daily rate –	3.30 – 4.30 =	£7.00
	3.30 – 5.30 =	£9.00
	3.30 – 6pm =	£11.00

For families with more than one child a 10% discount may be taken from the total of the bill.

Places should be booked and paid for in advance either online using ParentPay or if your preferred method of payment is cash, you will need to contact school to ask for a barcoded letter to take to any store where the PayPoint logo is displayed to make your payment.

These rates only apply to pre-booked sessions. Any impromptu last minute bookings (ie after 12 noon the previous day) will cost **£6 for early Birds and **£12** for Owls, regardless of the time slot as extra staff may be required at short notice.**

Parents who collect their child after 6pm will receive a financial penalty of £10.

Unfortunately no refunds are given through absence or sickness due to covering the cost of the staff needed.

Please complete the attached contract and booking form, indicating which sessions your child wishes to attend – one form for each child must be completed:

Neeam Salim

Mrs N Salim
Extended Services Manager

Friends, Faith and Lifelong Learning



Early Birds and Owls
Parental Contract



Contact & Medical Details

Child's Name _____ Date of Birth _____

Address _____

Any known allergies/ medical conditions _____

Emergency Contact Names & Numbers

Name _____ Number/s _____

Name _____ Number/s _____

Name _____ Number/s _____

Name & Telephone of family Doctor _____

I/ we give permission for my child to receive emergency treatment if necessary whilst in the care of Meriden School Early Birds & Owls. I understand that the staff will try to contact me prior to this action if possible.

Signed _____ Parent/ Guardian

Fees

I/ we understand that all booking must be made in advance of the booking. Places will only be guaranteed after payment and booking form have been received. Places will be booked on first come first served basis.

Punctuality

I will collect my child within the time slot I have booked; however, in case of emergency I will contact school / EB&O as soon as possible. Any late collections will be charged for appropriately (i.e. the amount of the next payment band). **Any parent who collects their child after 6pm will get an automatic £10 penalty charge.**

Policies

The Early Birds and Owls Policies are available for any parent to peruse on request.

I agree to adhere to the Early Birds and Owls Parental Contract :

Signed _____ Date _____

Friends, Faith and Lifelong Learning

