



ACORN CLUB

Breakfast and After School Care

From September 2022 we will be running the before and after school wraparound provision on site directly. Using staff from school who know our children and our ethos we will offer fun and friendly, quality childcare. To secure a place for your child/children from the start of term, please fill in this form and return to school as soon as possible. Returning this to school before Monday 27th June will secure the place(s) you need for September. As this is a new way of offering before and after school care at Shire Oak we will continue to listen to parents and children as we develop the service.

Name of child(ren)	Date of birth

Days required for breakfast club

Monday	Tuesday	Wednesday	Thursday	Friday
From 7:50	From 7:50	From 7:50	From 7:50	From 7:50

Days required for after school club

Monday	Tuesday	Wednesday	Thursday	Friday
Until 4:30	Until 4:30	Until 4:30	Until 4:30	Until 4:30
Until 6:00	Until 6:00	Until 6:00	Until 6:00	Until 6:00

If you do not require the same days each week, but can book in advance for the whole half term, please fill in the calendar overleaf instead. You may still be able to benefit from the regular booking price. Although we aim to be flexible, we book staff and order food according to the numbers of children expected so may need to charge even when children are absent or your requirements change with less than two weeks' notice. Please keep us up to date and we will work with you wherever we can. Children must be picked up on time as late pick ups can affect our ratios and prevent staff leaving school and picking up their own children or meeting other responsibilities they may have. We reserve the right to charge a late pick up charge.

Costs

Breakfast club (includes a choice of breakfast foods. Please drop off before 8:30 if your child would like to eat at school.)	Regular booking: £5:00 Discounted full week regular booking: £22:50 Ad hoc sessions*: £5:50
After school club until 4:30pm (small snack only)	Regular booking: £9:00 Discounted full week regular booking: £40:00 Ad hoc sessions*: £10:00
After school club until 6:00pm (with more substantial snack)	Regular booking: £11:00 Discounted full week regular booking: £50 Ad hoc sessions*: £12:00

* Ad hoc sessions (i.e. booked just when needed) may not always be available due to staffing ratios. Please pre-book to ensure a place.

Cheques can be made payable to Shire Oak Primary School. Bank transfers should be made to Sort Code 05-00-75 Account Number: 11714644. Please use your child's name as the reference and BAASC if there is space. If you will be using childcare vouchers to pay for Acorn Club, please let us know the name of the scheme here, e.g. Kiddivouchers, Edenred, etc.

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I can confirm that the contact details, medical information and other personal information held by the school office are correct and will be kept up to date. I am happy for this to be shared with Acorn Club.

I accept the terms and conditions of Acorn Club as stated above and understand the need for prompt and full payment.

Name..... Signed.....

Is there any information that would help staff to care for your child? E.g. days that mum or dad should be the primary contact, whether you would like children to do homework whilst at club or prefer to do it at home, etc.

Sept 5 TRAINING DAY	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
Oct 3	4	5	6	7
10	11	12	13	14
17	18	19	20	21 TRAINING DAY

Fill in using **B** = Breakfast Club, **4:30** = After school club until 4:30, **6:00** = After school club until 6:00pm.

Please keep a copy of the form you have given in, for your own records.

Please make a note of the contact details for Acorn Club:

Email: baasc@shireoak.leeds.sch.uk

During the school day: 0113 275 5890

During breakfast club and after school club hours: (this mobile number will be shared, when activated)

For office use only:

Places booked

Medical needs

Dietary requirements

Contact details checked and shared

Notes