



Breakfast & After School Club Booking Form



Child's name:

School:

Term Time Breakfast Club: 7.30am to 8.45am	First child: £4.50 Sibling(s): £4.05
Term Time After School Club: 3.15pm to 6.00pm	First child: £9.00 Sibling(s): £8.20
Penalty charges applicable for late collection	<p>First 15 minutes of late collection: £5 per child Costs after initial 15 minutes of late collection: £5 per 15 minutes, per child.</p> <p>After 30 minutes and without contact from parents/guardians, Club Viva reserves the right to contact the local Social Service Care Team for advice and/or the police.</p>
<p>Fees payable a half term in advance of booked session(s) Full costs are charged for all booked sessions, even in the case of cancellation/absence. Accepted methods of payment: Bank transfer, childcare vouchers, tax-free childcare. Cash or card payments can be made in person at the Hampton Leisure Centre reception. A month's notice, in writing, is required to PERMANENTLY cancel a place at Club Viva.</p>	

Please tick the sessions that you require below

	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast Club 7.30am to 8.45am					
After School Club 3.15pm to 6.00pm					

Please book my child in for the days and times indicated above.

I understand Club Viva will confirm availability to meet my childcare needs as detailed above, within 3 working days of taking receipt of the Booking and Registration Form.

I will let Club Viva know in advance if my child will not be attending a booked session.

I understand that Club Viva cannot give refunds for any sessions that I have booked but which my child does not attend.

Signature of Parent/Guardian:

Date:

Form received by Club Viva, date/time (for staff to complete):

Parent/Guardian contacted regarding availability, date/time (for staff to complete):

Please send your completed form to clubviva@vivacity.org

For more information please contact the Club Viva Team on: **01733 864754 / 07551053005** or email: clubviva@vivacity.org