

**ROE GREEN INFANT SCHOOL
CONTRACT for AFTER-SCHOOL CLUBS**

The School will

- Provide after-school clubs from 3.20pm to 4.20pm on the days specified by letter each term.
- Send information about clubs running each term at least 1 week before the end of the present term.
- Provide full risk assessments and a first aider on site.
- Children will be supervised and taken to their clubs from 3.15pm to 3.20pm
- The number of children in each club will vary according to the activity.
- Activities will be structured to match the ages and needs of pupils in the group.
- Clubs will be run by Roe Green staff and outside providers. Roe Green staff remain overall in charge of the provision.
- Provide all materials, and equipment needed for the clubs.
- Remain with children until they are collected at 4.20pm.
- Provide a contract and receipts on payment. **No refunds can be given.**

The Parent will

- Make sure up-to-date contact numbers and health information is given to the school.
- Ensure your child knows about attendance at after school clubs and who will collect him/her.
- Collect your child at **4.20pm** sharp. **Failure to be on time will mean automatic withdrawal of club activities for your child.**
- Pay in advance the fees as specified on the information sheet provided each term
- **No refunds will be given**
- Sign the contract in advance of clubs commencing.

Child's Name

Class.....

I agree with the above conditions

Signed.....**Parent/Guardian.** **Date**.....

A copy of this contract will be returned to you.

