



Taddington & Priestcliffe C of E Primary School

01298 85278 www.taddingtonpriestcliffe.derbyshire.sch.uk

Head of School: Mrs E. Chapman.

headofschool@taddingtonpriestcliffe.derbyshire.sch.uk

Executive Head: Mr J. Handley.

executivehead@taddingtonpriestcliffe.derbyshire.sch.uk



Wraparound Care Booking & Payment Policy

1. Policy Aims

- a. Through the implementation of this policy the school aims to:
 - i. Offer consistency of care to children
 - ii. Offer flexibility to families, parents & carers
 - iii. Maintain affordable charges whilst ensuring that the clubs remain financially sustainable
- b. The clubs provide before and after school care for children attending Taddington and Priestcliffe Primary School.

2. Booking a Place at Wraparound Care Sessions

- a. The clubs aim to provide a sufficient staffing level so that all children who require a place can be accommodated
- b. Before booking a place, the Registration, Health & Consent Form and the Contract should be filled in and returned to the school office. It is the responsibility of parents to ensure that the information on Registration, Health & Consent Form is kept up-to-date
- c. All bookings should be made directly via ParentPay. The system allows parents to book the individual sessions they require for the next 100 days. The 100 day limit is a rolling time frame
- d. Children may attend the required sessions on payment of the appropriate fee
- e. Same day bookings can only be made for After School Club by calling the school office before 12:00PM. We do not accept same day bookings for Breakfast Clubs

3. Fees

- a. Details of the current fee structure are available from the school reception
 - i. All fees are subject to regular review by the Executive Headteacher
 - ii. Parents/carers will be given at least one month's notice of any change to the fee structure
- b. Payment must be made via the ParentPay system at the time of booking



Taddington & Priestcliffe C of E Primary School

01298 85278 www.taddingtonpriestcliffe.derbyshire.sch.uk

Head of School: Mrs E. Chapman.

headofschool@taddingtonpriestcliffe.derbyshire.sch.uk

Executive Head: Mr J. Handley.

executivehead@taddingtonpriestcliffe.derbyshire.sch.uk



4. Disputes

Disputes in relation to this policy will be managed in-line with the school's complaints process, which is available to view at the school.