



Federation of
Great Ellingham Primary School &
Rocklands Community Primary School



Extended Schools Booking Form/Agreement

We are now able to offer our early starter and late pick-up extended school provision to children five days a week, based on demand.

Please tick the sessions you wish to book.

Date W/C	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MORNINGS £2.50	8am	8am	8am	8am	8am
AFTER SCHOOL £5 until 4:30pm £7 until 5pm	until 5pm	until 5pm	until 5pm	until 5pm	until 4pm

Agreement:

- Bookings to be made half-termly where possible and invoices to be paid within 14 days
- Charges are non-refundable, (e.g. illness, alternate arrangements and holidays)
- Cost is £2.50 per early starter session, and £5/£7 per after-school session
- Minimum and maximum numbers will apply.
- A late charge of £5 per 15 minutes (or part thereof) per child will be payable in the event of non-collection by the end of the session
- Children must be taken to the school entrance in the mornings to be signed in
- The school will use information for emergency contacts and medical details already held on the school's management systems
- Charges will be regularly reviewed by governors to cover costs
- If sessions are not viable they will be withdrawn (with sufficient notice)
- Parents will give sufficient notice (half term) when their bookings change

Signed by parent: _____

Date: _____

Name of child/ren: _____

Executive Headteacher:

Mrs Julie Dekker B.Ed (Hons), NPQH

Email: office@rocklands.norfolk.sch.uk

Rocklands: 01953 483369

office@greatellingham.norfolk.sch.uk

Great Ellingham: 01953 453342