Cherrywood Community Primary School

AFTER SCHOOL CLUB 2026-2027

Dear Parent/Carer

Please find enclosed your After School Club information and booking pack.

Please fill out the After School Agreement Form and sign the Terms and Conditions. Please return it to the school office by the Friday prior to your child starting or returning to Cherrywood School.

If you have any questions about After School Club, please feel free to contact us by email or on the telephone number below. You can also contact Mrs Abrami or Mrs Gray via the school office.

Mrs Kirsty Lewis
Headteacher

01252 547896
adminoffice@cherrywood.hants.sch.uk

The aim of After School Club is to provide high quality care and a healthy snack for children at the end of the school day.

Benefits for Parents

Reassurance that their children are safe and in school.

Meets the needs of the family by enabling them to return to full time, part time, shift work or training.

Snack Menu

Hot Toast/Bagels

White Bagel or Wholemeal toast with a choice of:

- Fruit
- Veggies
- Dried Fruit
- Butter
- Jam
- Marmite
- Marmalade
- Strawberry Jam
- Lemon Curd
- Raspberry Jam

Drinks

- Milk – Cold
- Orange Juice
- Apple Juice
- Water

Occasional Extras

- Hot Chocolate

AFTER SCHOOL CLUB AGREEMENT

Terms and Conditions

Timings

The children will be collected or sent to the **Main Hall/ Early Years Classroom** at the end of the school day. There they will be met by the After School Care Leader. The children are offered a range of activities, which are fun and suitable for various ages. These include construction, art and craft, board games, small world activities and a quiet area.
The After School Group offers three sessions, either:

3.15pm – 3.45pm (Partial Session), 3.15pm - 4.30pm (Partial Session), 4.30 – 6pm (Partial Session) or 3.15pm-6pm (Full Session) charges and fees are detailed below.

The pick-up times are set to allow sufficient time for the children to engage in the activities provided and enjoy a healthy snack before collection.

Snack

Children are offered a plain or toasted bagel with a range of spreads. They will also be offered a range of fresh and dried snacks such as, raisons, apple or banana and veggies. Apple or orange juice alongside milk and water will also be available.

Booking and Payment

The cost per child, per session is:

Sessions	Timings	Cost
Partial Session	3.15pm – 3.45pm	£2.50
Partial Session	3.15pm – 4.30pm	£6.25
Partial Session	4.30pm -6pm	£7.50
Full Session	3.15pm – 6pm	£13.75

Notice
Please be advised that should you collect any time after 4.30pm you will be charged the full session cost unless you have specifically requested the later partial session as your child is attending an extracurricular after school activity.

Prior to your child(ren) commencing After School Club, you **MUST** complete the booking form stating the days that you would like your child(ren) to attend after school club. For children attending on an ad hoc basis, we request that you email adminoffice@cherrywood.hants.sch.uk **or a telephone call to the main office 01252 547896** the week before so that we how many spaces are required the following week.

Children that fail to attend a booked session who wish to retain their After School Club place, will be charged for the missed sessions, unless they are not a school due to illness.

After School Club
Emergency Contact Information

Payment

Wraparound care must be paid for in advance and should never accrue an outstanding balance. Payment is to be made via the Arbor Parent Portal/ Wraparound Care. Once logged on you can instantly see your child's account balance. You are responsible for ensuring that your child's wraparound care account is always in credit.

If payment is not made within 14 days of sessions used, parents/carers run the risk of losing their child's place. If your account is still in arrears after four weeks, your child will no longer be accepted at After School Club.

If you are experiencing difficulty with payment please contact Tanya Gray, School Business Manager on 01252 547896.

School Closure

If for any reason, there is a school closure we will endeavour to contact you as soon as possible. Please also refer to the school website and local radio stations for information.

Child Illness

If your child is unable to attend a session due to illness, please inform the school office as soon as possible and leave a message on the school absence line before 8.30am.In this instance the fee for that particular day will be waived.

We reserve the right to refuse children who we feel do not conform to our behaviour expectations. These expectations are made clear to the children attending After School Club. Parents/carers will be advised of any issues which may lead to a After School Club place being withdrawn.

Contact Information

Please ensure that the school have your most recent contact details.

Please sign the agreement form to agree to the terms and conditions and return it to school as soon as possible.

Please retain this part for your information.

AFTER SCHOOL CLUB AGREEMENT

Child(ren)'s Names:

I): _____ Class: _____

II): _____ Class: _____

III): _____ Class: _____

- ***PS — Partial Session 1 (3.15pm – 3.45pm)**
- ***PS — Partial Session 2 (3.15pm – 4.30pm)**
- ***PS — Partial Session 3 (4.30pm – 6pm)**

***FS — Full Session 4 (3.15pm – 6pm)**

Please tick for each child		MON		TUES		WEDS		THURS		FRI		AD HOC	
I													
II													
III													

Date you would like sessions to start:_____

Please ensure full payment is made before commencement of After School Club sessions.

I agree to the terms and conditions of After School Club

Signed: _____ Date: _____

Name: _____

Relationship to child(ren): _____