



Whitmore Park Primary School

Wraparound Parent Contract

Dear Parents/Carers

Whitmore Park Primary School provides Wraparound care in term time which includes, Breakfast Club and After School Club.

Paid Breakfast Club runs from **7:45am - 8:15am** on Mondays to Fridays.

Breakfast Club daily rate - 3.00 per child / Weekly rate - £15.00.

Please see separate letter that will be going out regarding the free breakfast club from 8.15am-8.45am. Breakfast snacks will be provided in the free breakfast club.

After school club runs from **3.15pm– 5.25pm** on Monday to Thursday and **3.15pm-4.25pm** on a Friday. Children are invited to bring their own snack.

After School Club daily rate - £8.00 per child/ Weekly rate £40.00

Conditions

1. Payment must be made within 5 days of the payment being added onto MCAS.
2. **You are required to pay for every day that your child is booked in, even if they do not attend for any reason (this includes illness).**
3. The club is a non-profit-making service, and it is essential that all payments are received on time to ensure that we cover the costs of running the club.
4. Places are limited and if you fall behind on payments by more than 1 month, your child will lose their place and it will be given to the next child on the waiting list.
5. In order to ensure that our adult to child ratio is correct, any change to the required days must be communicated in writing with at least 7 days' notice and are subject to availability. **Failure to notify the Office Manager within the required time frame will mean that you remain liable for the payment of fees. You shall remain liable until such a time when sufficient notice is received.**
6. You are required to bring your child into the club each morning and register their arrival with a member of staff. **DO NOT** just drop them at the door. This will allow us the opportunity to pass on any important messages to you. Failure to do so could result in your child losing their place.
7. If you wish to withdraw your child from Wraparound care at any point during the academic year you must provide written notification to the Office Manager in the School Office with 14-days' notice. **Failure to notify the Office Manager within the required time frame will mean that you remain liable for the payment of fees. You shall remain liable until such time that sufficient notice is received.**
8. If you require proof of evidence of childcare payments for HM Revenue & Customs, please advise the office and they will be able to create monthly dummy invoices for you.
9. All payments must be paid on the My Child at School app
10. The school will use information that we hold about you and your child (e.g. contact details, medical information) to ensure that your child can attend wraparound care.
11. Failure to adhere to these terms and conditions may result in legal action against you.

PLEASE TURN OVER

Please indicate below the date which you wish your child/children to start in the Breakfast Club for the Academic Year 2026/27.

Name of child	Class	Start date for Breakfast club place	Mon	Tue	Wed	Thu	Fri

Please indicate below the date which you wish your child/children to start in the Afterschool Club for the Academic Year 2026/27.

Name of child	Class	Start date for After School Club place	Mon	Tue	Wed	Thu	Fri

By signing below, you agree to follow the conditions listed above.

[illegible]

Date: