

'All about' Clubland, @ Cranmere Primary

Clubland offers the facility of Breakfast Club & Afterschool Club at Cranmere Primary School, Arran Way, Esher, KT10 8DJ.

Access arrangements: To gain access, please use the door to the right hand side of the main school reception. The door is marked with the Clubland 'logo' and a doorbell will alert staff to your arrival.

Dropping off or Collection: You may park in the staff car park before 7.45am and after 4.30pm in the designated parking bays only. (Please do not park outside Clubland or school reception) Outside of these hours you must park in the designated bays on Douglas Road. When dropping off or collecting your child, please make yourself known to the Supervisor and sign the daily register noting the time.

Daily Registration Procedures: In accordance with school policy, Clubland will hand your children over to the teaching staff in the morning. At the end of the school day Reception children are collected by a Clubland supervisor, Infants are brought to us by the teaching staff and the juniors will make their own way to club and a register taken. If your child attends an afterschool club please liaise with the staff involved to ensure they are escorted and handed over to Clubland.

Absences: As a matter of courtesy, Please contact the supervisor if your child will be absent from Clubland.

Late Fee: Clubland at Cranmere closes at 6.15pm each evening. If you collect your child after this time a late fee is payable directly to the supervisor **calculated at £1.00 per minute.**

Coats, Bags, Lunchboxes & Drinks: In the morning all items should be placed on the cloak racks provided, with the exception of water bottles which should be placed in the labelled tray.

Invoices & Payments: Invoices are produced each half term and are e-mailed to you unless you indicate that this is unacceptable and then the Supervisor will provide you with a hardcopy. Each invoice has a unique reference number, a due date for payment, details of acceptable methods of payment and our bank details. See www.clubland-playscheme.com 'Parent Guide' for further information.

If your child has a permanent place then all days will be invoiced whether they attend or not, (no credits are given). Ad-hoc bookings are payable on the day and payable once booked.

Breakfast & Afterschool Supervisors: Sharon Perrin & Wendy Tyler

Site Mobile: Ad hoc bookings/absences: 07940-732202

Permanent bookings/ Enquiries: 02089793100 or e-mail: info@clubland-playscheme.com

To apply online: www.clubland-playscheme.com

Book keeper queries: emma@clubland-playscheme.com

Session times & prices

Breakfast Club (Inc. breakfast until 8.15am)

7.15am: £6.00 per child

7.30am: £5.50 per child

8.00am: £4.50 per child

8.30am: £2.00 per child

Sibling discount of 50p applies with the exception of the 8.30am drop off.

Afterschool Club (Inclusive of snack)

3.15pm – 6.15pm: £16.00 *per child*

Sibling discount: £2.00 per child. This discount is only applied if the following conditions are met: The same parent pays the invoice, one child pays the full session cost and the discount will be given to the child that attends the least number of sessions. The discount will be applied to a maximum of 2 children in any one family.

We reserve the right to withdraw the discount at any time.

5% Discount when attending Afterschool permanently 5 days per week. **Clubland closes on the afternoon of the last day of term when school finishes early.

Prices for Academic year 2019-2020