



Dragon's Tea Club

**CLUB DETAILS:**

St George's runs an after school club, called the Dragon's Tea Club. It operates daily from the end of the school day to 6.00pm. The Club operates from the Studio and therefore collection can be made via the Pembroke Road school entrance.

Contact:

Anne Browne
020 8460 4266 Option 3

Included:

Pupils will be provided with a snack (sandwich and or fruit) and drink whilst at the Club, and they will be encouraged to do their homework, partake in activities such as board games, Lego, art or outdoor play. We only provide food that we feel is appropriate and meets current guidelines around healthy eating – details can be found on our school website. The Dragon's Tea Club is supervised by our staff, all of whom are existing teaching assistants at the school.

Cost: The cost of the club is £15 per day, with a discount of £65 per week. Subsequent children are charged at a discounted whole week rate of £55 per week. We require parents to sign up for half a term at a time and full payment is required in advance. If payment is not made in advance the place will be relinquished.

APPLICATION FORM

1. Enter Child/children's names

Child's Name:	Class:
Additional child:	

2. Days required (please tick) NB: those who require the whole week will be given a priority.

Monday	Tuesday	Wednesday	Thursday	Friday	Whole week

3. Special dietary requirements / food allergies / medical conditions

4. Emergency Contact Number:

My emergency details are: (Between the hours of 3.15pm and 6.00pm) <i>Please note the Club can be contacted on 07895 951472 between these hours.</i>
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5. Safeguarding: We require an individual 5 letter password upon collection of your child (this is for you/authorised personnel who will collect your child at the end of each session)

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6. AUTHORISATION: By paying the charge levied to this club, I confirm I have read and accept the stated terms and conditions overleaf.

Signed:	Date:
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TERMS AND CONDITIONS:

Dragon's Tea Club



St George's Primary School & The Aquinas CE Education Trust

- Fees are payable half termly in advance. **Please note that all fees must be made online via the School Gateway website at www.schoolgateway.com.** We do not accept cash payments.
- Places are allocated on a first come, first served basis to those who hand in their booking form first. Please book a place with Ms Browne in the school office.
- A waiting list will be operated should the Dragon's Tea Club be oversubscribed. Parents will be notified when a place becomes available.
- Payment is required even if your child is unable to attend the days that have been booked. Ad hoc refunds/exchange of days cannot be made in these circumstances. In addition, the cost does not change if your child arrives late, attends an extra curricular after school club or if they choose not to have tea with us.
- Parents also have the flexibility to book ad-hoc sessions, where places are available, but the Dragon's Tea Club requires a minimum of one week's notice. Ad hoc days will be recorded daily and payment for these sessions made via schoolgateway online payment system at the end of every half term. Preference will be given to children who commit to a full term or full week's attendance.
- Failure to settle in full before the commencement of the new half term will result in the place being lost and entry refused.
- Please provide us with a half-term notice, in writing, should you wish to cancel a place. Payment is made in advance for the whole half term and no refunds are given.
- The club will close at 6.00pm, therefore all children need to be collected by this time.
- **There will be a late collection penalty of £10 per 15 minutes. If you are late on more than two occasions your place will be terminated.**
- We reserve the right to refuse a place if there is money owing to the school.
- The Dragon's Tea Club is run by staff at St George's. Children will be expected to ensure that their behaviour, while attending the Club, reflects the behaviour required at school. The Club reserves the right to omit children from the Club should they do not respect the school's behaviour policy.
- This contract is with Aquinas Church of England Trust trading as St George's CE Primary School.



*This contract is with Aquinas Church of England Education Trust trading as St George's CE Primary School. St George's Bickley Church of England Primary School is part of Aquinas Church of England Education Trust; Registered Number 07525735; Registered in England and Wales Magpie Hall Lane, Bromley BR2 8HZ