

## Collecting from Twilight After school Club

Your child will be brought to the main school gate by one of the team at the end of your booked session. All children MUST be collected by an adult.

You will be required to sign your child out. If someone other than yourself is collecting, you must inform the school office before the end of the day and the person collecting will be asked to sign your child out of the club.

If we do not receive notification of someone else collecting and the person is not already on your contact list, the school will call you to obtain permission. Please note: we have a duty to safeguard your child and we will not let your child leave in these circumstances until we have your permission.

## What if I'm going to be early or late?

If you arrive early to collect your child, you can call after school club on their mobile 07731 567383. A member of the team will bring your child to the school gate for you.

If you think you are going to be late, you should call after school club on their mobile to let them know.

### Late charges:

We do operate a late charge system. A charge of £3.50 will apply if your child is collected after the session booked has finished. For late collections after the club finish time of 5:15pm, a fee of £3.50 will be charged for each 15 minute period.

## Non payment

If you do not pay regularly for your bookings and have outstanding balances you may be refused access to the use of our clubs.

If you are having difficulties please call our Finance Office on 01278 422693.

Eastover Primary School  
01278 422693  
[www.eastoverschool.co.uk](http://www.eastoverschool.co.uk)



## A Parents Guide to Sunrise Breakfast and Twilight After school Club



Eastover  
Primary School

## How do I access Sunrise Breakfast Club and Twilight After school Club?

Before your child can attend our breakfast and after school clubs, you will need to request registration via the School Office.



Please make sure we are aware of all allergies and dietary requirements, along with any medical requirements to ensure our club team is able to manage this effectively.

## What's included?

### Sunrise Breakfast Club

All children will have the option of cereal or toast with a variety of spreads. They will also receive a drink. The children have the option to play with a selection of toys, read a book, or take part in other activities.



Please visit our school website - [www.eastoverschool.co.uk](http://www.eastoverschool.co.uk) for a list of allergens in foods provided by Sunrise and Twilight Club.

## Twilight After school Club

All children will receive a drink and snack.

The children are able to play with a selection of toys, take part in activities or do their homework if they wish. During the summer months, the children are able to play outside.



## How much does it cost?

Sunrise Breakfast Club has a set charge of £2.25 per session and starts from 7:45am. Your child can be dropped off any time from 7:45am.

Twilight After School Club has three sessions:

3:15pm to 4:15pm : £4.00

3:15pm to 5:15pm : £6.75

3:15pm to 5:45pm : £8.50

There is a 50p sibling discount when booking for more than one child. (Discount does NOT apply to Breakfast Club).

Childcare vouchers

The school does accept Childcare vouchers and we are also registered with the Tax-Free Childcare Scheme. For more information about this, please contact the school office.

## How do I book?

Booking is easy, log into your Scopay account and complete your bookings on online.

If you need to set up your online account, please pop into the office or call for your child's link code.

Bookings must be made and paid for at least 24 hours in advance.



## How do I make a payment?

You can pay for your bookings by:

Card Payment: You can pay with card online by using your Scopay account. You will be given a link code when your child starts school so you can register, make bookings and pay online.

Please note all bookings should be paid for prior to your child attending.

