



St Luke's Halsall CE Primary School



## HAPPY CLUB

We offer all day childcare from 7.45am until 6.00pm as follows:

Breakfast Club	7.45am – 8.45am	£5.50
Nursery Wraparound Lunch	11.45am – 12.15pm	£3.50
Nursery Afternoon Session	12.15pm – 3.15pm	£16.50
Afterschool Club	3.15pm/3.30pm – 6.00pm	£13.50

### Nursery

30 hours free childcare places are available, please speak to the office regarding using the additional 15 hours towards Happy Club sessions. Please note, the wraparound lunch session is chargeable at £3.50 per day. Children can bring a packed lunch or have a school dinner at a cost of £2.00 per day.

### Booking & Payment

All bookings for Happy Club should be made on our online booking system Arbor where you can also pay for your child's place. If you do not have a login please speak to the school office. If payment is made in advance for your child's place but they are absent owing to sickness, or you need to cancel your child's session, providing that you have given 24 hours' notice you will be credited for a future day but no refunds will be given.

Payment for the service must be made **in advance or on a daily basis**. In some circumstances, you may pay on a weekly basis if this arrangement has been agreed with the finance manager. Payment can also be made by Childcare Vouchers. Please ask for more details.

### Cancellation Policy

At least 24 hours' notice must be given if cancelling a place for any session at Happy Club in order to allow the place to be filled if possible. If we are not notified within this time frame you will be charged for the service at the normal rates.

### Booking Policy

You may ensure your child's place by booking long-term, otherwise bookings will be taken daily or weekly on a first come, first served basis. Furthermore, providing your child is registered with Happy Club and we have a place available, we are happy to accommodate him/her at the last minute in an emergency situation. However, as far as possible, bookings should be made in advance.