

After School Club Registration and Payment Form

Dear Parent/Guardian,

As you are aware, Set Your Sights have been asked to provide an “interim service” after school, to replace the outgoing provider. This service will run from the start of the spring term in January, until the Easter break at the end of March.

It will comprise of two separate activity clubs that run back to back:

3:20-5:00 – Drama Club (Collection available from 4:45pm)

5:00-6:00 – Art and Design Club (Monday – Thursday) Sports Club (Friday) (Collection available throughout this session)

The Drama club can be booked individually at a cost of £6 per session, or together with the Sport/Art club, bringing the cost of a full afternoon to £9.

The clubs are designed to give the children an opportunity to access fun, safe and inspiring sessions in these three fields, whilst also providing a calm and relaxing environment to end their school day.

To have your child’s name added to the **After School Club register**, simply fill in the registration form and attach a cheque (made to **Set Your Sights**) or cash to credit your account. Forms and payment are then to be **returned to the school office**, in an envelope clearly marked **‘Set Your Sights - After School Club’** by **Thursday 17th December**. Individual sessions will cost **£6** for the Drama Club or together with the Art/Sport club (**£9 for a full afternoon**). You are welcome to book as many sessions across these dates as you wish and credit your account with any amount, however we do ask for **an initial minimum payment to cover the first two weeks of sessions** that you have booked on the registration form. If your circumstances change and you wish to add further sessions or cancel any bookings then you are welcome to do this up to 24 hours before the session in question, by emailing us at setyoursights@live.co.uk. Emergency bookings after this time may be available, however may not be guaranteed due to child quotas. All bookings will be confirmed via email. Once the term is up and running, payments can be made by cheque or through online banking, all information will be provided to you on your first pick up. Ongoing balances will be kept by Set Your Sights and we ask parents to be vigilant with their accounts and ensure that they remain in credit at all times.

If you have any questions, please don’t hesitate to contact us on the above email address and we will do our best to answer them.

Many Thanks,

Set Your Sights

SET YOUR SIGHTS AFTER SCHOOL CLUB REGISTRATION FORM

To be completed and returned to the school office by Thursday 17th December

I would like my child to be added to the 'Set Your Sights After School Register.

Name of Child:.....

Child's Date of Birth:..... Child's Class:.....

My child has the following medical conditions/ allergies:

.....

.....

My child has an asthma inhaler at school: YES/ NO

Name of Parent/Regular Collector

Contact Numbers:

Mobile Number:.....

Work Number:.....

Home number.....

Other emergency contact:.....

Contact Email Address:.....

I would like my account credited to the amount of £ (minimum to cover first 2 weeks)

I enclose cash/ a cheque made payable to 'Set Your Sights' for this amount.

Full Sessions are 3:15-6:00; Half Sessions are 3:15-5:00.

Advance Booking for January **(£6 for Half Sessions and £9.00 for Full Sessions)**

MON	F = Full H= Half	TUES	F = Full H= Half	WED	F = Full H= Half	THUR	F = Full H= Half	FRI	F = Full H= Half
		5 JAN		6 JAN		7 JAN		8 JAN	
11 JAN		12 JAN		13 JAN		14 JAN		15 JAN	
18 JAN		19 JAN		20 JAN		21 JAN		22 JAN	
25 JAN		26 JAN		27 JAN		28 JAN		29 JAN	

Total Cost = £