

Myrtle Park Primary School  
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Headteacher: Mrs Sarah Crowther

Tuesday 14<sup>th</sup> July 2020

Dear Parents/Carers

The Resources Committee met on Thursday 9<sup>th</sup> July 2020 and a review of the Before & After School Club Admissions and Fees took place.

Although the fees will remain the same, to bring us in line with schools in the area, we will no longer be offering a sibling discount. As a reminder, the session fees are as follows:-

- £5 Breakfast session
- £8 After school session till 5.00 p.m.
- £11 After school session till 6.00 p.m.

Please find attached a Payment Procedure Flowchart. This explains the processes Before & After School Club will follow if payments are not received within the agreed time frame. A polite reminder, fees are to be paid in advance.

The bank details for payments are as follows:-

Sort Code 30-63-55, Account Number 64524268.

An administration fee will be charged if a payment plan is defaulted. The fee is £25 per invoice issued.

We are in the process of risk assessing this provision in line with the Government guidance of COVID-19 in providing wrap around care. More details will follow shortly.

We thank you for your continued support and look forward to welcoming you in September 2020.

Yours sincerely

Mrs S Crowther  
Headteacher

