



The registration form gives us all the necessary information such as phone numbers, addresses and names of people nominated to drop off or pick up from the clubs. If your child is returning following a long period of absence (6 months) a new registration form needs to be completed. Once a place has been allocated to your child you will be guaranteed the place. All absences must be paid for. All sessions must be pre-booked and pre-paid in advance through Parent Pay (or through use of vouchers).

However, in the event of an unforeseen emergency please contact the school office and we will do our utmost to accommodate your child. If you wish to contact us regarding bookings, please email us at asc@lytham.lancs.sch.uk

Fees

Fees currently stand at £5.00 per child per session for the Breakfast Club and £7.50 per child per session for the After School Club and are payable in advance. We do not make payment reductions for early collection of children. Bank Holiday and Inset Days will not be charged for. Employer Childcare Vouchers are also accepted. Non-payment of fees will result in your child's place being terminated.

Cancellation/Sickness

If you no longer need a booked session at either club, please give the club manager at least 1 weeks' notice.

If your child is absent from school or going home with friends you will still need to pay for the unused session and are unable to change the unused session for another day. Please notify the club manager ASAP by Dojo or telephone the school office to make us aware of the absence.