

Entry into The Devonshire Hill Nursery and Primary School's After School Clubs.

Procedure:

Termly Registration for places happens at the end of each term ready to begin on the 2nd week of the new term.

If you wish to apply for a place in one of our after-school clubs, please complete and return an application form to the School Office by the deadline indicated on the form. Forms will be given out to all children and copies will be available at the office and to download from the website.

Once a place has been allocated to a child, this will remain in place until:

- the end of the term;
- the place is cancelled by the parent or the School;
- the child fails to attend the club on more than one occasion;
- the child is collected late on more than one occasion.

Allocation of places

Priority allocation of places will be given:

- to school staff members who have children at Devonshire Hill following the procedure detailed above.

Remaining allocation of places will be given:

- by drawing names from 'a hat' of applicants who have handed their forms in on time.

Successful applicants will be contacted by telephone, asked to confirm they still want a place and to pay the fee by a specific date to secure their place. If payment is not received by that date, their place will be offered to the next child on the waiting list.

When a club is full, places will be allocated from a waiting list maintained by the School. Those who have been waiting longest will be offered a place first. Priority will be given to siblings of pupils already attending after school clubs. You will be informed when a place becomes available.

The School reserves the right to refuse admission to any child whose behaviour is, in its opinion, not in the best interests of other children's health and safety.

The School further reserves the right to refuse admission / readmission to any child or sibling where the parents have a record for persistent non-payment of fees or late collection.

The decision of the School will be final.

Fees:

Before your child can participate in a club(s), payment(s) must be made to the School office prior to the start of each term by either cash or cheque.

The cost for all clubs other than cooking for the 2016-17 academic year are:

- a termly non-refundable one-off fee of £10.00 per pupil per club.