

# St. Bernard's Extra

## "Before & After" School Club

Victoria Park Avenue, Lea, Preston. PR2 1RP

Tel 01772 728153

Ofsted 119449

### FEES POLICY

St. Bernard's Extra is a non-profit making organisation; all income from fees is used to benefit the children & is used to meet our overheads (salaries, insurance, training, rent & resources etc).

Before a child is offered a place parents will be made aware of the current rates for both breakfast & after school club.

**Fees can be paid in advance, weekly or alternatively, paid in full by the date which has been nominated by parent / carer thus resulting in arrears never being in excess of one calendar month. Failure to pay arrears by due date will result in non-attendance at clubs until repaid.**

Please pay online through Arbor or Tax Free Childcare.

Places can be cancelled up to 2:45pm on the day without charge.

**If children are collected late; a warning about our "late charge" will be shared & if collected late again then parents/carers will be charged at the rate of £5.00 per 15 minutes to cover the extra costs incurred in terms of staff wages and premises hire charges. Only an unavoidable / exceptional reasons will be exempt.**

In the event that parents find this difficult they MUST notify either Mrs. Mac or Mr Turner immediately.

Confidentiality will be maintained at all times.

March 2024

