



Fees Policy April 2020

Abington Annexe Sports Holiday Club.

Payment must be in advance of the holiday club starting.

FEES

First child	Fee
Morning sessions: 8.00am-12:30pm	£15.00
Afternoon sessions: 12.30pm-5pm	£15.00
Full day: 8:00am-5 pm	£30
Sibling discount	Fee
Morning sessions: 8.00am-12:30pm	£12.50
Afternoon sessions: 12.30pm-5pm	£12.50
Full day: 8:00am-5 pm	£25

Late Collection Fees:

If your child is collected after 17:00 you will incur a fee of £5 for every 15 minutes after 17:00. This fee is per child and not per family. This is to cover the costs of paying staff to stay beyond their allocated duty.

Less than 48 hour notification of changes in bookings will incur an administration fee of £2.50 per child per session.

Please notify the club if your child will not be attending a booked session.

Any sessions cancelled within two working weeks will not be entitled to a refund.

If you have any queries please do not hesitate to contact either Louise Woolcott (Finance Manager) or Ruth Beach (Administrator) at abingtonannexesports@gmail.com , on 01223 894246 or speak to us at the annexe building.

Adhoc sessions.

- **Adhoc sessions may be available if there are spaces but you must contact a member of staff before you arrive to confirm there is space and you must pay in cash or BACS that morning for your child(ren) to attend the Holiday Club.**
- **No credit notes will be issued.**
- **Any Adhoc Sessions booked will incur an administration fee of £2.50 per child per session.**

ADOPTION AND ANNUAL REVIEW OF THE POLICY

This policy was adopted at a meeting of: **Abington Annexe Sports, Abington Community Out Of School Club (GAPS)**

Signed on behalf of the Management Committee:

Print Name: R BEACH

Date: 30/03/2019

Role: ADMINISTRATOR

This policy was reviewed on:	Signature and name:	This policy was amended on:	Signature and name:
25/02/2020	R BEACH		