

After school club booking form. Location - Elmgrove Road, Harrow.  
Autumn term (Part 2) Monday 4<sup>th</sup> November - Wednesday 11<sup>th</sup> December 2024

Alpha Prep school only

Please complete this form in CAPITAL letters. A new booking form must be completed every half term. If paying by childcare vouchers please ensure payment is made in time to clear in our account (this can take up to 5 working days). Please ensure you get your booking in on time as we are very busy and can only offer places on a first come first serve basis. ALL children must also have a completed registration form.  
Form must be back by Wednesday 30<sup>th</sup> October 2024 to book for the next half term. Return to [Lucy@activetime.co.uk](mailto:Lucy@activetime.co.uk)

**PLEASE MAKE FULL PAYMENT AT TIME OF BOOKING.**

No collections can start without a completed booking for and full payment.

Details of Child

Child 1

*First Name	*Surname	
*Date of Birth	* Age	*Male/Female (please delete as appropriate)
*Finish time	*Class	

Child 2

*First Name	*Surname	
*Date of Birth	* Age	*Male/Female (please delete as appropriate)
*Finish time	*Class	

Details of Parent/Carer 1

Title: Mr/Mrs/Ms/Miss (please delete as appropriate)

First Name Surname

E-mail:

Mobile Number:

Work Telephone Number:

Home Telephone Number:

Details of Parent/Carer 2

Title: Mr/Mrs/Ms/Miss (please delete as appropriate)

First Name Surname

E-mail:

Mobile Number:

Work Telephone Number:

Home Telephone Number:

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Monday	Tuesday	Wednesday	Thursday	Friday
04/11/2024	05/11/2024	06/11/2024	07/11/2024	08/11/2024
11/11/2024	12/11/2024	13/11/2024	14/11/2024	15/11/2024
18/11/2024	19/11/2024	20/11/2024	21/11/2024	22/11/2024
25/11/2024	26/11/2024	27/11/2024	28/11/2024	29/11/2024
02/12/2024	03/12/2024	04/12/2024	05/12/2024	06/12/2024
09/12/2024	10/12/2024	11/12/2024	12/12/2024 School closed	13/12/2024 School closed

**PLEASE TICK THE DATES YOU WISH TO BOOK**

**PLEASE ENSURE YOU CHECK YOUR CHILDS SCHOOL TERM DATES AS WE DO NOT TRANSFER DAYS**

**Please tick the dates you require your child to be picked up**

\*Number of sessions @ £ = Total to pay (Child 1)

\*Number of sessions @ £ = Total to pay (Child 2)

**Please fill in the form and return it with full payment.**

**I have paid by (please tick one of the following)**

(No child will be booked in without a completed booking form and full payment in advance).

- Amount paid by childcare voucher £ / Voucher number or date paid into account  
Voucher Company Name  
(If paying by childcare vouchers this can take up to one working week to reach us and a further 3 days to clear in our account, please ensure this payment is set up in time if you want to qualify for the early bird discount).
- Amount paid into Activetime children’s activities Ltd Account: **40-23-13** sort code **72402084** Account Number.  
Date Paid in: Amount paid in £ (Please reference your child’s name)

**I (Print name)**

**Sign**

**Date**

PLEASE NOTE YOUR CHILDS NAME, AGE, CLASS, AND PARENT CONTACT NUMBER IS ADDED TO OUR REGISTERS AND EMAILED TO THEIR SCHOOL EACH WEEK.

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**Our holiday club is running: 28<sup>th</sup> October – 1<sup>st</sup> November**

**Please ask for separate booking form**

**Cancellations policy Afterschool club/Holiday Club: NO refunds for any cancellations once a completed booking form and payment has been received. Any changes to your booking will incur a minimum £10 administration fee. Credit notes may be issued in mitigating circumstances, this will be down to the manager's discretion.**

### **PRICELIST**

**All new bookings must include the £30 Registration fee per child.** (One off payment)

All bookings include a healthy snack, water, milk.

- **Booking's must be made & paid in full by 30<sup>th</sup> October 2024.**
- **£23.13 per session Alpha Nursery**
- **£16.50 per session for reception – year 6.**
- **Childcare vouchers:** If paying by childcare vouchers please ensure payment is made in time to clear in our account **(this can take up to 5 working days).**
- **We do not collect from Norbury school Nursery.**

**Siblings Discount:** 10% off second child when booked and paid together (2<sup>nd</sup> sibling is the one that attends the least number of sessions and at the lowest price) this discount cannot be used with the early bird discount. T & C's apply.