



Friendly Faces at Robin Hood Primary School

Ofsted No: 107831

Fees from 1st September 2020

Please find below details of the charges for our before and after school clubs:

	Daily	Full Week
Breakfast Club	£6.00	£30.00
After School Club	£12.00	£60.00
Late Collection Fee	£10.00 per 15 minutes per child	

A 10% discount is given to the eldest sibling where two or more children from the same family attend.

Fees and Non-payment of Fees Policy

It is our policy to enforce the collection of late fees and to pursue and recover any unpaid fees through an appropriate debt collection agency.

If the service has been used without payment to the agreed schedule, the following procedures will be followed.

1. We will write to the parent and ask for payment in full within seven days, plus an administration fee of ten pounds. If payment is made within seven days, no further action will be taken.
2. If payment is not received, an administration fee of thirty pounds will be charged and full payment requested. At this stage the children will be unable to use our service until full payment has been received. If payment is made within seven days no further action will be taken.
3. If payment is not received within seven days we will refer the matter to a debt collection agency. The parent will be liable for any further fees incurred resulting from this process.