



Dear Parent/Guardian,

We are very pleased to announce your club themes for the new academic year.

Breakfast Club (including breakfast and a drink) 8am - 8.45am - £6.20

After school "Activity" club: 3:30-4:30pm £6.70

Monday - Musical Theatre

Tuesday - Multi Sports

Wednesday- MadLabs

Thursday - Gymnastics

Friday-Fun and Games

Check our website for full descriptions of what these clubs entail: www.clubscomplete.co.uk

Care package 3.15pm-6.00pm £12 (including food and drink)

This package includes both Activity and Explore and club up to 6pm. After the Explore session, the remaining time is a child-led free play session whereby homework can be worked on, children can read, play games or take part in other activities such as crafts and lego.

Facebook: Please click the following link to join our private **Cannon Park at ClubsComplete** group where we will post details of clubs going live, photos of what is happening in club, reminders of events, polls for new themes and menu options etc. This is also a great place to ask any questions you may have about the clubs and to chat to other parents using our services:

<https://www.facebook.com/groups/1265800501159280>

Our terms:

- Once you have made a booking you can amend or cancel this booking within 24 hours at which point a credit for the session will be automatically made to your account. Outside of the 24 hours it is not possible to receive a refund or credit unless you provide 4 week's notice in writing via email when you will receive a credit.
- Time limits for bookings: You are able to book any clubs of your choice up to three hours before the club commences. At the cut-off point of three hours before any club starts, the website will automatically prohibit you from booking the club so that we can cater for the amount of children in the club - if it is an emergency and you require the childcare, you may call to the office to see if there are remaining spaces available but a £5 administration fee will be charged for your booking for our staff member to make the last-minute booking for you as it is quite a lengthy process to log-in and override the system.

- Your account - if you do not make the bookings via your online account and prefer to call our office, we are able to take the booking but all transactions are subject to a £5 administration charge.
- If you have a change in circumstances or your child is poorly, we ask that you log into your account and cancel their space so our staff know not to expect them - this is part of our safeguarding policy to ensure we know the whereabouts of your child. Unfortunately, you will not receive a credit or refund in this circumstance as we have to allocate staff, purchase food and equipment ahead of the day arriving so our costs have already been made.
- If you are late to collect your child, late fees will always be implemented at £10 for every 15 minutes late.

Clubs for your school will be going live in July. To book, please click here:

<https://myclub.clubscomplete.co.uk/settings/cannon-park-primary-school>

Please note our offices are open Monday to Friday 9am-4pm if you would like to give us a call regarding our services on the number below.

We are running a variety of holiday clubs across the UK in school holidays, please visit our website to search for a club near you.

[Home - ClubsComplete : ClubsComplete](#)

Kind regards,

Zoe Higgins

ClubsComplete Ltd

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