



ClubsComplete

Action-packed **childcare** that promises parents
peace of mind and children **lots of fun!**

Dear Parent/Guardian,

We are thrilled to announce that we are continuing to offer wraparound care at Cannon Park Primary School. We provide excellent extracurricular services in many Primary Schools throughout the UK and have an enthusiastic team of staff that are trained on safeguarding and prevent duty and we will always have a paediatric first aider on site.

Breakfast Club (including breakfast and a drink) 8am - 8.45am - £6.40

Children will first enjoy a nutritious breakfast. Each meal will be served with a glass of orange juice or milk for each child. After children have enjoyed their breakfast, they will have the choice to participate in the adult-led activity of the day or to enjoy independent play by taking advantage of the stations set up in the club such as; construction corner, quiet corner, craft corner etc.

After school "Activity" club: 3:30-4:30pm £6.95

Monday - Lego
Tuesday - Arts & Crafts
Wednesday- Football
Thursday - Masterchef
Friday- Fun & Games

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

After school "Explore" club: 4:30-5:30pm £7.30 (including food and drink)

Perfect for children attending another after-school club first. Join us afterwards for a healthy snack and a variety of station games and activities. Children can choose from options such as arts and crafts, construction toys, board games, reading, imaginative play and more in a relaxed, child-led environment.

Care package 3.30pm-5.30pm/6pm £11.50/£12.50 (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:

[Cannon Park ClubsComplete Facebook Page](#)

For parents wishing to pay with childcare vouchers:

As the clubs are Ofsted registered, we will be able to accept tax free childcare, vouchers and student grant payments. Please make your booking, click vouchers and once booked log on you can pay via Poncho Pay.

For parents wishing to pay with debit or credit card:

Bookings are now live, you are able to book and reserve your space for as many sessions as you please. Note that sessions are payable at the time of booking therefore please only book what you are able to make payment for.

All services have limited spaces available and are payable upfront by parents via our website. Ad-hoc bookings are welcomed and you can book up to 3 hours before the club taking place should there be a space available on the club that day.

For parents wishing to subscribe to use the service every day for reliable childcare and pay the same amount monthly via direct debit at a discounted price:

Click [here](#) to see our Membership Brochure and e-mail amelia.gillespie@clubscomplete.co.uk if you feel this may be of interest. Please note that our memberships are not suitable for parents paying with childcare vouchers, tax free childcare, student grant, universal credit or HAF funding.

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 the 24 hours, it is not possible to receive a refund.
- Time limits for bookings: You are able to book after school 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 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.
- Breakfast club bookings must be made by 2.30pm the day prior to attendance, for Monday breakfast sessions, bookings must be completed the Friday before.
- 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.

Please note that from a safeguarding perspective, we are not covered to accept children who have not been booked onto a session. Therefore, please book your child/ren on online, in advance. If your child arrives at a session when no one else is on school site, we will accept them - however, you will be charged an additional £5 admin fee for our office team to invoice you. If the school reception is still open and your child is not on the register, we will ask them to call you to collect.

All ClubsComplete staff members are DBS checked, qualified and experienced working with children and have undertaken safeguarding children training.

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

Please note our offices are open Monday to Friday 9am-5pm if you would like to give us a call regarding our services. To contact our staff on site after these hours when your child is in the club, please call the setting phone.

Setting mobile number - 07591436785

Kind regards,

Zoe Higgins

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