



Ark Little Ridge Primary Academy

12th March 2018

Dear Parents and Carers

Rocking Ridgers - timings and payments

Please take a moment to look at the information below which we hope will clarify booking and payments for the Rocking Ridgers after school care club.

- Rocking Ridgers is open for children to arrive straight from class at 3 pm, and closes at 6pm.
- Children attending the club are reminded, and are sent to club by the class teachers/assistants.
- On arrival, children are checked in by the club staff.

There are three booking options for parents to choose from:

Up to 1 hour (3-4 pm)

1-2 hours (3-5 pm)

2-3 hours (3-6 pm)

Parents will need to book children in for a minimum of 1 hour **by 9 am on the required day** to secure a place at the club.

- Any child booked into the club but collected at 3pm because club is not required is crossed off the register when the parent collects, and a full refund will be made.
- Children collected before 3.30pm will only incur a charge of £1.75. This is because the bulk of the first 30 minutes is taken up with registering children etc and therefore children are not fully accessing the clubs facilities for this first part of the session.
- Any child who is collected between 3.30 and 4pm will be charged £3.50.
- If a child is collected more than an hour earlier than the booking time, a refund of that hour will be made.

Yours sincerely

Dean Lennard

Business Manager

Ark Little Ridge Academy
Little Ridge Avenue
St Leonards-on-sea
East Sussex TN37 7LR
T 01424 752 266
info@arklittleridgeprimary.org
arklittleridgeprimary.org