



## **Mercia Primary Academy Trust**

### **Wraparound Care Payment Terms and Conditions**

#### **Flax Hill terms and conditions:**

##### **Costs:**

Wrap around care costs £4.00 per hour/part hour. An additional cost currently at £2.35 will need to be paid in the 12pm – 1pm slot to pay for the Entrust provided school hot dinner, pudding and drink.

##### **Payment:**

All payments are made through our cashless parent pay system. Additional information will be provided about this at your induction or from the school office.

##### **Payment Terms:**

Payments are monthly. You will be sent a payment request each month for the hours you wish to book for the following month.

##### **Late Payment:**

Unfortunately, all session payments must be pre-booked and all pre-paid.

##### **Payment for Absence:**

Yes, all sessions are pre-booked and pre-paid to make sure that we are fully staffed.

##### **Late Collection:**

Unfortunately we will have to charge for the extra hour if you are consistently a few minutes late or are over 15 minutes late picking up your child. If you are late after 5pm then you will be charged double time as the staff will have to be paid for that extra time.

**Late Collection Charges:**

Before 5pm – additional hour rate £4.00

After 5pm – double time £8.00

**Notice Period:**

We require two weeks' notice to change your hours and two weeks' notice in writing, to end your contract. Please contact the school office.

I agree to the above terms and conditions

Signed..... Full Name.....

Parent/Carer

Child's Name .....Date.....

**Lark Hall terms and conditions:**

**Costs:**

Wrap around care costs £4.00 per hour/part hour. An additional cost currently at £2.35 will need to be paid in the 12pm – 1pm slot to pay for the Entrust provided school hot dinner, pudding and drink.

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**Late Collection Charges:**

Before 5pm – additional hour rate £4.00

After 5pm – double time £8.00

**Notice Period:**

We require one month's notice to change your hours and two weeks' notice in writing to end your contract. Please contact the school office.

I agree to the above terms and conditions

Signed..... Full Name.....  
Parent/Carer

Child's Name .....Date.....

**Lakeside terms and conditions:**

**Costs:**

Wrap around care costs £4.00 per hour/part hour. An additional cost currently at £2.35 will need to be paid in the 12pm – 1pm slot to pay for the Entrust provided school hot dinner, pudding and drink.

**Payment:**

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Parent/Carer

Child's Name .....Date.....