THE CABIN CREW
OUT OF SCHOOL CLUB

Holiday Club Fees and Terms & Conditions
for the Period
April 2025-April 2026

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Holiday Club Opening Times and Fees

The holiday club runs from Mon – Fri during the school holidays (with the exception of the Christmas holidays). Although the Cabin Crew is an independent organisation, we work to the school holiday dates set by Sidegate Primary School so please check these if your child attends a different school. The current opening times for the holiday club are as follows:

9.00am – 4.00pm	Standard Day Session	£36.00 per child
7.30am – 9.00am	Add on Breakfast Session	£6.00 per child
4.00pm – 6.00pm	Add on Late Afternoon Session	£6.00 per child
7.30am – 6.00pm	Full Day Session	£48.00 per child

Standard and Full Day Sessions include snacks, a two course cooked lunch, and all activities and workshops (e.g. P.E./Dance sessions, swimming in school pool, puppet shows, pony parties).

Please note that a packed lunch must be provided for all children attending holiday club late afternoon session (4.00pm – 6.00pm). ***Please note, we have a no nuts or nut products, peas, and lentils policy in our club due to severe allergies. Thank you.***

We do not offer a sibling discount in our holiday clubs. This is to ensure we cover our running costs which are higher during the holidays due to a greater provision of food and activities.

Late Collection Fees

The latest time children can be collected is 6.00 p.m. unless there are exceptional circumstances. Where children are collected after 6.00pm (by the Cabin Crew clock) a late collection fee will be invoiced. This is because at least two members of staff must remain to supervise a child or children who have not been collected on time, and therefore we have to pay overtime to those staff.

The current late collection fee is as follows:

£10 per family per incident.

Cancellation and No Show Fees

Holiday Club Sessions

Holiday club sessions are non-refundable once payment has been received and a booking confirmed. The only exception to this is where we can re-allocate the session to someone on

the waiting list. In these circumstances a refund for the cancelled session will be made minus a £5 administration fee.

Closure of the Club

Please note that where Sidegate Primary School is closed for any reason, including exceptional weather, essential or emergency site maintenance, etc the Cabin Crew will also be closed.

If the School and Club is forced to close due to reasons beyond our control (including but not limited to the above) normal fees will still be applied.

Information on School closures is often available on local radio but can also be found on the school closures website. There is a link to this from the Cabin Crew website www.thecabincrew.org.uk

Payment of Fees

- For holiday club sessions payment must be made in advance at the time of booking. Please note that holiday club bookings will not be confirmed until full payment has been received.

- Where possible for security reasons, fees should be paid by online bank transfer. If this is not possible and payment is by cash, this will be verified by a member of staff with the parent/carer and a cash receipt issued. The Club does not hold any cash on the premises therefore the correct amount must be paid as no change will be given, or a credit can be carried forward to the next holiday.

Childcare Vouchers

We accept payment through a number of childcare voucher schemes. These can be set up through your employer's payroll system and entitles you to savings on tax and national insurance payments. Check with your employer if they run a scheme or speak to the Club's Finance Administrator.

We also accept payment through the Government's Tax-Free Childcare Scheme. You will find us on the list of providers on the portal, just search for The Cabin Crew Out Of School Club.

Helping the Environment

With consent, invoices, messages and newsletters will be emailed to parents/carers. Please ensure you inform us if your email address changes or if you no longer want to be contacted in this way. If you need to update your email address, please speak to a member of staff at the club or email **thecabincrew1@aol.com**