



OCKLYNGE JUNIOR SCHOOL

Headteacher: Jon Reynard, Deputy Headteacher: Sandra Denton
Victoria Drive ● Eastbourne ● East Sussex ● BN20 8XN. Telephone: 01323725839
www.ocklynge.e-sussex.sch.uk



South Downs Learning Trust



Booking Form for January - March 2019 (Terms 3 and 4)

Ofsted Number 114462

Mobile Number (when club open) 07525 799480

Please fill in the booking form to secure places at club for your children. You can book in for the entire terms or for what you need now. If you require additional days just collect another form from club or the school office.

To allow us to organise staffing, booking forms must be received at least 24 hours in advance.

Fees and payment:

The cost of the Breakfast Club is £4.00 a day per child. This includes a selection of breakfast choices and is open Monday to Friday 7.15am- 8.40am.

We will invoice in advance for all bookings on a monthly basis, payment is to be made in advance of the child care provision, either weekly or monthly and can be made by cash, cheque, BACS, or by Childcare vouchers. We will also be looking to introduce Parentpay in the near future. Please make cheques payable to Ocklynge School and quote the Invoice number when making all payments. If you are having difficulties making payments please talk to us.

Cancellation:

Once booked if your child/children do not attend (for any reason) you will still be charged for the session. Unfortunately this means that if your child is ill on the day and unable to attend you will still be charged. We will only issue credits for future bookings when we are advised of cancellations at least 24 hours prior to any booked sessions.

Lisa Boniface
Breakfast Club Manager

If you have any questions please phone Lisa Boniface on 07525 799480 or the school office on 01323 725839.

E-mail : breakfastclub@ocklynge.e-sussex.sch.uk

Booking forms can be returned directly to Breakfast Club or the school office.



Booking Form January - March 2019 (Terms 3 & 4)

Childs Name	Class		Age

January

Monday	Tuesday	Wednesday	Thursday	Friday
07/01/18	08/01/18	09/01/18	10/01/18	11/01/18
14/01/18	15/01/18	16/01/18	17/01/18	18/01/18
21/01/18	22/01/18	23/01/18	24/01/18	25/01/18
28/01/18	29/01/18	30/01/18	31/01/18	

February

Monday	Tuesday	Wednesday	Thursday	Friday
04/02/18	05/02/18	06/02/18	07/02/18	01/02/18
11/02/18	12/02/18	13/02/18	14/02/18	08/02/18
18/02/18 HT	19/02/18 HT	20/02/18 HT	21/02/18 HT	15/02/18 HT
25/02/18	26/02/18	27/02/18	28/02/18	22/02/18

March

Monday	Tuesday	Wednesday	Thursday	Friday
04/03/18	05/03/18	06/03/18	07/03/18	01/03/18
11/03/18	12/02/18	13/03/18	14/03/18	08/03/18
18/03/18	19/02/18	20/03/18	21/03/18	15/03/18
25/03/18	26/03/18	27/03/18	28/03/18	22/03/18
				29/03/18

April

Monday	Tuesday	Wednesday	Thursday	Friday
01/04/18	02/04/18	03/04/18	04/04/18	05/04/18

Office Use Only

Payment	Date	Invoice No	Receipt
Cash			
Cheque			
Voucher			
BACS			