

AFTER SCHOOL CLUB AND BREAKFAST CLUB

TERMS & CONDITIONS.

- Payment need to be made in advance. Our preferred method of payment is by bank transfer and the bank details for both schools are as follow:-

Bank Account Name : NCC Caister Infant School

Bankers : Barclays Bank plc

Sort Code : 20-62-63

Bank Account Number : 40671452

Bank Account Name : NCC Caister Junior School

Bankers : Barclays Bank plc

Sort Code : 20-62-61

Bank Account Number : 80890251

Please use the invoice number and /or your name as the reference.

Payment to be made in advance either weekly, monthly or for the full half term.

- We accept childcare voucher and there can be transacted online.
- If you choose to pay by cash or cheque these can be paid directly to the office between the hours of 8.30am and 4pm to a member of the office team. A member of the office team will record receipt of the cash and ask you to sign. A printed receipt will be issued at a later date, please check when received. Teaching staff and teaching assistants will be unable to accept any payments of cash.
- We aim for the clubs to be flexible in order to meet your needs. We realise that sometimes it is necessary for you to make a booking on the day. In the situation please make arrangements to pay for the care by the end of the week. If there are any outstanding payments on your account we will be unable to accept adhoc bookings.
- For any invoice that are currently outstanding , we will be writing to you to arrange settlement. If invoice remain unpaid access to the clubs will be suspended until payment is received. If invoice are unpaid will not admit your child in to the club and we will contact you to arrange for their collection.



Caister
Primary Federation

Federation slogan or motto

Kingston Avenue
Caister-on-Sea
Great Yarmouth
Norfolk
NR30 5ET

office@caisterprimaryfederation.org
www.caisterprimaryfed.co.uk

Executive Headteacher:

Jonathan Rice

executivehead
@caisterprimaryfederation.org
@JonathanRice11



Tel: 01493 728560

Fax: 01493 721390

admin@caisterinfant.org.uk
www.caisterinfant.co.uk



Tel: 01493 728223

Fax: 01493 728672

office@caisterjunior.org.uk
www.caisterjunior.co.uk

