

Lea Community Primary School



Breakfast Club Charging Policy



Date of last review: Autumn 2023

Policy holder: School Business Manager

Lea Community Breakfast Club is a non-profit making organisation; all income from fees is used for the benefit of our children and to meet our overheads (salaries, insurance, training, and resources etc).

The charge for Breakfast Club is £3.50 per child, per day.

Daily sessions are 7.30-8.45am (Monday-Friday).

Bookings and Payments

- Bookings must be made in advance (by 3pm the day before at the latest – 3pm on a Friday for Mondays)
- Payment for each booking must be made in advance, via SCO Pay.
- Tax free childcare vouchers can be used as payment (to set this up please email contact@leacp.lancs.sch.uk)

Refunds

- Refunds for non-attendance at Breakfast Club will not be provided
- If 5 working days' plus notice is provided for cancelling a booking, refunds will be provided

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