

**Coopersale Hall School**

Tea Time Club

Booking Form 2021/22

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| Pupil’s Full Name |  | Class |  |
| Parent/Guardian contact number |  |

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| **BOOKING REQUEST - Please tick the term(s) and day(s) required** |
| **Term** |
| Autumn Term 2021 |  |
| Spring Term 2022 |  |
| Summer Term 2022 |  |
| **Day** |
| Monday |  |
| Tuesday |  |
| Wednesday |  |
| Thursday |  |
| Friday |  |

|  |  |
| --- | --- |
| Additional Information |  |
| Dietary requirements/ food allergies |  |
| Medical Conditions |  |

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| **FEE STRUCTURE & SESSION TIMES** |
| **Up to 30 minutes** | £4.00 | **Up to an hour** | £6.00 | **Up to 1.5 hours** | £9.00 | **Up to 2 hours** | £12.00 | **Up to 2.5 hours** | £15.00 | **Up to 3 hours** | £18.00 |

**I HAVE NOTED THAT TEA TIME CLUB FINISHES AT 6PM**

**A PENALTY FEE OF £10.00 PER HOUR OR PART THEREOF APPLIES FOR LATE COLLECTION**

As the club has limited availability please let the office or tea time club staff know if there is any planned absence. This will allow us to relocate the space for any ‘one-off’ bookings. Please let us know if your child no longer needs to attend Tea Time Club so that we can offer a place to children on the waiting list.

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| Signature of Parent/Guardian |  | Date |  |