



Elstow School

Monday 18th December 2017

Dear Parents / Carers

Multi skills Club

Please note that all bookings for multi skills must now be in advance (one month) **with payment**. We only have 25 spaces, so it is imperative that you book in advance to secure your child's place. Booking forms need to be completed for every child, however payment is made.

Please note the following changes for Multi skills Club:-

- Bookings can no longer be accepted over the phone, except emergencies only and this is charged at £15 per child. Payment will be required on collection of your child. *Please be aware that there may not be places available.*
- New booking forms are available from the school office
- Bookings will not be accepted without payment in any circumstance.
- No debts allowed
- No changing dates of bookings once they are booked in, therefore please ensure you book the correct dates.
- Multi skills finishes at 5.30pm, any late collections will be charged.
- Charges £7.50 for two hours, £5 for the first hour only (collected before 4.30pm).

Payments can be made by cash, cheque (made payable to Advantage schools), or online through Scopay (password can be obtained from the school office).

If you have any questions please contact the school office.

A handwritten signature in cursive script that reads "Samantha Baxter".

Samantha Baxter
Principal