



North Bradley C.E. Primary School, Church Lane, North Bradley, Trowbridge, BA14 0TA

Headteacher: Miss Kelandie Ash

Tel: 01225 753230 email: [admin@northbradley.equamead.org](mailto:admin@northbradley.equamead.org)

'Shine as a light in the world' (Philippians 2:15)

'SHINE'

Strive, Hope, Inclusion, Nurture, Equality.

- Early Larks and Late Owls sessions are led by Mrs Hill and Mrs Foalks, all staff have DBS clearance, food hygiene and the club leaders also hold first aid qualifications.
- Bookings are made via ParentPay.
- Payment must be made in full in advance at the time of booking either by childcare vouchers or via ParentPay.
- We understand that on rare occasions you may need to cancel a booking. Please note we will only issue a refund if the cancellation is due to sessions being cancelled by the school due to adverse weather etc.
- Places are allocated on a first come first served basis. We can currently accept a maximum of 30 children per session in Early Larks and Late Owls 3:10-4:15 and a maximum of 15 children per session in Late Owls 4:15-5:30.
- Ad hoc bookings may be requested but will be subject to availability and payment will be required in advance, please contact the school office for availability when required. Your booking is **not** confirmed until you receive confirmation from the admin team.
- Early Larks and Late Owls operates under the same behaviour policy as the school, a copy of which can be found on the school website.
- Pupils attending Early Larks will be offered breakfast with a choice of cereal or toast, breakfast will be served until 8.15am. Late Owls sessions will include a snack including fruit, a yoghurt or a cake/savoury snack.
- Please note that in the interests of safety, parents are not permitted to park in the staff carpark to drop off/collect from sessions.
- Children should be collected promptly at the end of the session booked. We reserve the right to make an additional charge for persistent lateness if we deem it necessary.
- The emergency after-school contact number is 07395 846689.