



#### BREAKFAST AND AFTER SCHOOL CARE

If you wish to enquire about a booking for the first half of the Spring term 2024, please contact us by email at [connectionsclub@chi.rbksch.org](mailto:connectionsclub@chi.rbksch.org)

## Spring Second Half Term 2024

**Mon 19/02/24 to Thu 28/03/24 (6 weeks less Fri 29/03/24)**

### Bookings

We will roll over your existing booking from Spring 1 2024 to Spring 2 2024. Only submit a Booking Request Form if you wish to make a NEW Booking Request. Requests are considered on a first come, first served basis. Availability is prioritised firstly to existing Connections pupils before new bookings requests are considered. There is high demand for sessions and we are fully booked in some; we may not be able to fulfil all new requests. Submission of a Booking Request Form should automatically generate a receipt email form 'Google Forms' as soon as you click 'submit' (check your junk/spam folder). Please check carefully the details you have submitted to us. Note – that email does not confirm your child's place. Please wait for a confirmation email from Connections before you assume your booking can be fulfilled.

IMPORTANT DATES	
15/01/24	Booking Request Form opens for new bookings, 9.00am
17/01/24	Deadline to let us know of terminations or requests for changes to existing bookings
21/01/24	New Booking Request Form closes
23/01/24	Fees advised on ParentPay
28/01/24	All payments must have reached Connections by end of this date

### Payment

Booking and payment is required in advance for the whole period (19/02/24 to 28/03/24). Please check your ParentPay balances after 23/01/24. Remember – a positive BLUE balance figure indicates a credit amount. A negative RED balance figure means payment is required and it must be received by the deadline shown above. Late payments will forfeit your child's attendance.

We need a minimum of five school days to process changes to your booking. These will be subject to availability and if requested after the deadline, will incur our £25 administration charge as described in our Terms and Conditions. Any credit arising from your amendment will be added to your ParentPay account for use towards future Connections fees. Refunds are not offered.

### How Connections will operate for Spring 2 2024

Unfortunately we are unable to take bookings of Ad Hoc (occasional) sessions.

There is more information about Connections on the school website; in particular our FAQs may be helpful. We look forward to welcoming your child to our club.

**Link to Booking Request Form:** [here](#)