



# Newton Lang Childcare

## Booking form 2023/2024

FULL NAME OF CHILD 1 \_\_\_\_\_ Year \_\_\_\_\_

FULL NAME OF CHILD 2 \_\_\_\_\_ Year \_\_\_\_\_

SCHOOL \_\_\_\_\_

CHILD 1 DATE OF BIRTH \_\_\_\_/\_\_\_\_/\_\_\_\_ CHILD 2 DATE OF BIRTH \_\_\_\_/\_\_\_\_/\_\_\_\_

HOME ADDRESS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ POSTCODE \_\_\_\_\_

PARENT/CARER name \_\_\_\_\_

Home Tel. no: \_\_\_\_\_ Work Tel. no: \_\_\_\_\_

Mobile Tel. no: \_\_\_\_\_ Email: \_\_\_\_\_

Password to be used upon collection \_\_\_\_\_

START DATE: ____/____/____	Please tick the days you require: EVERY				
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BREAKFAST CLUB					
EXCEPT List specific dates					
AFTER SCHOOL CLUB					
EXCEPT List specific dates					

We do not charge for non-attendance on INSET days and will credit you for these days if they are not known at the time of invoicing.

PLEASE NOTE: ALL PLACES BOOKED WILL BE CHARGED FOR WHETHER YOUR CHILD ATTENDS OR NOT unless you give us 10 days' notice of non-attendance. I agree to the payment & booking terms.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Please send your completed form to: Natalie Lang, 15 Pellings Rise, Crowborough, East Sussex, TN6 2RZ or email to [newtonlangcc@gmail.com](mailto:newtonlangcc@gmail.com)



# Newton Lang Childcare

September 2023 to August 2024		
Term	Start date	End date
Summer school holiday	Monday 24 July 2023	Thursday 31 August 2023
INSET day	Friday 1 September 2023	
Term 1	Friday 2 September 2023	Friday 20 October 2023
Autumn school holiday	Monday 23 October 2023	Friday 27 October 2023
Term 2	Monday 30 October 2023	Friday 15 December 2023
Christmas school holiday	Monday 18 December 2023	Monday 1 January 2024
Term 3	Tuesday 2 January 2024	Friday 9 February 2024
February school holiday	Monday 12 February 2024	Friday 16 February 2024
Term 4	Monday 19 February 2024	Thursday 28 March 2024
Spring school holiday	Friday 29 March 2024	Friday 12 April 2024
Term 5	Monday 15 April 2024	Friday 24 May 2024
May school holiday	Monday 27 May 2024	
Term 6	Monday 3 June 2024	Tuesday 23 July 2024

<https://new.eastsussex.gov.uk/educationandlearning/schools/termdates>

**Terms:** Fees are payable monthly in advance. We will not charge you for an Inset day. If an Inset day is not known at the time of invoicing, we will credit you for the day. **We require 10 days' notice for a change or cancellation of a day booked above without which you will be charged.** We will adjust and send you an amended invoice for any changes but this will usually only happen once a month or on request. Please notify us of changes in writing, by text message or email. Non receipt of invoice is no excuse for non-payment of fees. **Late payment of fees will incur an administration fee of £5.00 per week until payment is received** and we reserve the right not to admit your child/children until all fees and surcharges have been received in full. A late collection fee of £5.00 per 15 minutes or part thereof is payable after 6.30pm. We accept payment by childcare vouchers or direct bank transfer. Payments by cheque and cash deposits incur additional banking charges. Please discuss with us if you have any questions.