**Who do I give money to?**

|  |  |  |  |
| --- | --- | --- | --- |
| **Who wants Money?** | **Where do I pay?** | **When do I pay?** | **How much?** |
| After School Club (waiting room) | Office/reception/after school staff | When you get your monthly bill | £2 per day |
| Breakfast Club | At the canteen | If your child wants breakfast | £1 per day (or no charge if they don’t want breakfast) |
| Dinner Money | Exact money in an envelope to **EACH CHILD’S** class teacher  **NOT** to the office please\* | Monday for weekly payments or on whatever day your child wants to eat on ad hoc days | £2.60 per day (on the day)  OR  £13 per week (Monday) |
| Milk Money | Exact money in an envelope to **EACH CHILD’S** class teacher  **NOT** to the office please\* | When you get a reminder and on the designated due date | £6 for specified period of time |
| Extra-curricular Club (sports, drama, music etc) | Bring to teacher who is running the club/Mr SInclair  (will say on the note) | Check the date on the note | Details will be on note for each club |
| After school Literacy/Numeracy clubs ( midweek) | Note back to the teacher running the club- will say this on the note- **not to the office** | Note to be given back before the club starts- no money | No money |

**\*\* Payment made to office means teacher is not kept informed as we cannot guarantee that we will remember to pass on the information at busy times!!! If the teacher doesn’t know, your child may not get their milk/dinner!**