

SI

ACTIVITY
CAMPS

LATE COLLECTION POLICY



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Sporting Influence Camps Late Collection Policy

Sporting Influence is committed to ensuring the safety and well-being of all children attending our camps. To maintain an organised and efficient collection process, we have implemented the following Late Collection Policy. This policy outlines the charges and procedures in place for parents/guardians who arrive later than their designated collection time. All decisions regarding late collection fees and actions taken are at the discretion of the Camp Lead.

Collection Times and Late Fees

Standard Collection Times:

- Early Years Foundation Stage (EYFS): 3:00pm - 4:00pm
- Key Stage 1, Key Stage 2, and Key Stage 3 (KS1/2/3): 3:30pm - 4:00pm

Late Collection Fee (4:00pm - 5:00pm):

Parents/guardians who arrive later than 4:00pm will automatically be charged for the Late Pick-Up session. The cost for this session is £6 per child.

Late Collection Beyond 5:00pm:

For collections after 5:00pm, an additional late fee will be incurred as follows:

- £10 per child per 15-minute increment.
 - Example: If a child is collected at 5:20pm, this falls into the second 15-minute bracket (5:16pm - 5:30pm), and the charge will be £20 per child.
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Notification of Late Arrival

If a parent/guardian anticipates being late for collection, they must notify Sporting Influence as soon as possible by calling **07517 973417**. While notification does not exempt the late collection fee, it allows our staff to make necessary arrangements for the child's continued supervision.

Non-Collection of a Child

If a child has not been collected by 5:00pm, we will contact both phone numbers we have on file for the child. If by 5:30pm no contact has been made with the emergency contacts provided, Sporting Influence reserves the right to contact the relevant local authority child services for further assistance.



Repeated Late Collection

Consistent failure to collect a child on time may result in further action, including but not limited to:

- Additional administrative charges.
- Suspension or exclusion from Sporting Influence Camps.

Payment of Late Fees

All late fees must be settled before the child's next attendance at a Sporting Influence Camp. Failure to pay may result in refusal of entry until outstanding balances are cleared.

Policy Review

This policy is subject to periodic review to ensure it remains fair, effective, and in the best interests of both children and parents/guardians.