Headteacher: Mr Kevin Reynolds
Princess May Primary School, Princess May Road, London N16 8DF
Telephone: 020 7254 1589
Email: admin@princessmay.hackney.sch.uk
Web: www.princessmay.hackney.sch.uk

Monday 5 October 2026

Dear parents and carers,

Breakfast and After School Clubs

Charges and payments

This letter confirms the charges and arrangements for Breakfast Club and After School Club. All payments are now made through Arbor.

Club	Charge
Breakfast Club (from 7:45am)	£3.50 per session
After School Club (3:25pm to 5:45pm)	£6.00 per session
Child not collected by the end of the school day (3:25pm)	£6.00 (full After School Club session charge)
Sibling discount	50% for each club
Both clubs on the same day	20% discount
Late collection from After School Club	£10 from 5:50pm, then £5 every 15 minutes

- Breakfast Club runs from 7:45am. After School Club runs from 3:25pm to 5:45pm.
- All fees must be paid 1 week in advance via **Arbor only**, using the Arbor app or the Arbor parent portal. Please contact the school office if you do not have access.
- Late collection charges will be applied strictly to cover the cost of staff having to work later to keep your child until you arrive: £10 from 5:50pm, then £5 every 15 minutes. These are added to your Arbor account and are set out in the attached policy.
- Children not collected by the end of the school day (3:25pm) will be placed in After School Club and the **full After School Club session charge of £6.00** will be added to your Arbor account.
- Persistent late collections will result in suspension or expulsion from After School Club
- Application forms must be completed for each child
- You must sign an agreement to follow the rules of the clubs.

Please contact the school office by emailing admin@princessmay.hackney.sch.uk if you require any further information.

Kind regards,

School Office