



Payments Policy and Methods

1. Payment & Agreement Childcare Vouchers

The agreement between you and AK-tivities begins at the point where a payment is made, whether in part or full, and is when these booking conditions apply from. This agreement is with you, as the person who made the booking, and you are responsible for ensuring any parent/carer relating to this booking are aware of, and accept, these booking conditions.

2. Payments

We accept payment by credit/debit card, Childcare Vouchers and Tax-Free childcare. Bookings can also be set up to be paid monthly by standing order. Unfortunately, we cannot accept payments by American Express, PayPal or cheque. There are no charges for credit/debit cards. All card details are encrypted and stored for use with future bookings. We require a **48-hours'** notice for bookings to allow us to ensure the club is suitably staffed for child numbers. We are unable to accept bookings that start within a 48-hour period. Bookings paid for by card will be cancelled if the **£10** deposit is not paid within **2 hours** of the booking being made. Any credit notes issued are valid for 12 months from date of issue (**please see point 7 for Cancellations**). Payments must be made prior to attending the setting. Card payment standing orders will be taken automatically on the due date unless alternative prior arrangements are made. All balances must be cleared before children can attend the club.

3. Childcare Vouchers & Tax-Free Childcare

Please allow up to 14 working days for Childcare Vouchers to reach us and use your Booking ID and child's name as a reference. If paying with Tax-Free childcare, please enter the long reference number for this payment at the time of booking so we can identify and allocate the payment. If you do not have this reference number at the time of booking, please notify us of this by email within 24 hours of completing the booking. **If booking within 14 days of the booking start date, please be mindful we may not receive your payment before the start date. If your Magic Booking account shows an already overdue balance, the system may NOT allow you to make another booking until that balance is settled.**

FINANCIAL ASSISTANCE TOWARDS CARE & EDUCATION

System effective from April 2011

Childcare Vouchers

From April 2011, for basic rate taxpayers the employer will be permitted to pay up to £55.00 per week towards the cost of registered childcare while for higher rate taxpayers will be limited to £28 per week, without this sum being added to pay for Income Tax and National Insurance purposes.

Please get in touch if you have another voucher company we are not currently registered with.

Childcare Voucher Company	Our registration Number / Details
Sodexo	URN: 833623
Edenred	URN: P20895388
Allsave Benefits	URN: 201607
Computershare	URN: 0025611393
Care 4	URN: 97422087
Fair Care	URN: ATKI0618
Fideliti	Ref: Sprogs Childcare
Kiddi Vouchers	URN: 136580 (AK-tivities Ltd.)
NW Brown	Ref: AK-tivities
Reward Gateway	URN: 51538500266

Childcare Tax Credit

In addition to childcare vouchers, parents may be entitled to the *Childcare Tax Credit* which pays towards the cost of pre-school, after-school and school holiday care. Parents must either be single or, when married, **both parents must be working**. The final amount of benefit depends upon income.

From April 2011 parents may claim up to 70% of childcare costs up to a maximum of £175.00 per week for one child and up to 70% of childcare costs up to a maximum of £300.00 per week for 2 or more children.

From April 2011 several changes have taken place on the Child Tax Credit (CTC). Parents may continue to receive Income Support, Jobseekers Allowance and Child Benefit.

Child tax credits are available to families who have an income of up to £58,000 per year. There is also a higher payment for families who have at least one child under one year old and for families with children that have a disability.

If you would like to check if you qualify for tax credits, please go to the following URN:
<http://www.hmrc.gov.uk/taxcredits/start/who-qualifies/quick-questionnaire.htm>

That same website has a calculator which will enable you to get an estimate of your actual credit available.

For further advice the Inland Revenue Helpline number is **0845 300 3900** or you may text **0845 300 3909** There is also a Disabled Persons Tax Credit Helpline **0845 605 5858**.

AK-tivities WAC at Hemingford Grey Primary School

Fee Schedule: 2023 - 2024

Fees from September 1st 2023*(see below)

BREAKFAST CLUB

Children attending Hemingford Grey Primary School
Per session (7.30am to school opening time) **£ 5.50**

AFTER-SCHOOL CARE

Children attending Hemingford Grey Primary School

Per Standard Session per person (3.00pm to 4.15pm)* **£ 5.50**

Per Extended Session per person (3.00pm to 6.00pm)* **£10.00**

AK-tivities WAC at Hemingford Grey Primary School and Pathfinder Primary School

SCHOOL HOLIDAY SPORTS CAMPS

Available at Hemingford Grey Primary School and Pathfinder Primary School ***per day per week***

Per Standard Full Day (9.00am to 3.30pm) **£ 27.50 £ 110** Per Extended Full Day (8.00am to 5.00pm) **£ 32.50 £ 130** Per Leadership Program Full Day (8.00am to 5.00pm) **£ 32.50 £ 130** Per Late Pick Up (5.00pm to 6:00pm) **£ 5 £ 25**

Please make any cheques payable to AK-tivities Ltd.

If not paid by direct debit, all fees must reach our account by the first working day of each month. Fees not paid on the due date are liable to a surcharge of 10% per month.

* Although we reserve the right to revise fees at any time, we usually revise fees on September 1st of each year