

CE Centre ♦ Allander Rd ♦ Milngavie ♦ G62 8PN
Main office 0141 563 9573
Time-Out Club is a Company Limited by Guarantee No 161576



Applications Procedure

Applications for before and after school will be dealt with as follows:

On receipt of an application, we will make contact within a two week period unless it is an emergency admission, in which case it will be fast-tracked.

Applicants will then receive a phone call, email or letter offering a place and we will ask for confirmation of acceptance of the place. Places are allocated based on the following principles: Priority is given to one parent families/ Students/ Siblings, thereafter the length of time on the waiting list applies.

We will arrange a visit for the child and staff to meet at the designated project. This is always prior to the child's starting date.

During the visit, a start date will then be arranged with the supervisor of the project and settling in period if the parents/staff feel it is necessary

No child will be dropped off or picked up from school unless staff have previously met the child in the authorised procedure.

You can return your form by post or email.

Postal address **Applications**
Time-Out Club
CE Centre
Allander Rd
Milngavie
G62 8PN

Email address applications@time-outclub.co.uk

Our equal opportunities policy applies to all admissions and applications.

Parents/guardians may request an application form by phone, email or download from our website. Alternatively, application forms can be obtained from our head office at the C.E. Centre

Milngavie Project

C.E. Centre

Allander Road

Milngavie G62 8PN

Mobile 07976-294-474

Castlehill Project

Castlehill Primary School

Roslyn Road

Bearsden G61 4DL

Phone 0141 563 7775

St Joseph's Project

St Joseph's School Hut

North Campbell Ave

Milngavie G62 7AA

Mobile 07976-378-262

Clober Project

Clober Primary School

Kirk Street

Milngavie G62 7PN

Mobile 07900 313207