

Didsbury CE Kids Club
Terms and Conditions Sept 2021



Registration

- A child must be registered at the club before they can attend a session.
- Please report to a member of the club staff at the main school door when you arrive in the morning with your child(ren) and a member of club staff will bring your child(ren) to you in the afternoon.
- The club opens at 7.30am. There is strictly no admittance to children before then.
- The club closes at 6.00pm Monday to Friday. If you are late in collecting your child(ren), you will be invoiced £5 per 5 minutes for the 1st occurrence, £10 per 5 minutes for the 2nd occurrence and £15 per 5 minutes for the 3rd occurrence, per child. This is within a term. The Club reserve the right to withdraw the offer of a place due to continued late collections.
- Please inform the club, directly, if your child is absent for any reason by contacting the club on 07778 160959 or 07778 160944.

Fees

- Club fees include milk, cereal, toast and fruit for the breakfast club and a drink and a light snack and fruit for the after-school club.
- The club provides all the resources and children do not need to bring in their own.
- Fees are invoiced in advance during the first 7 days of the month and are to be paid by 15th of the month. Payments can be made through Parent Pay, Government Tax Free Childcare or via various childcare voucher schemes.
- Fees will be charged for permanent sessions every day of the school term. Fees are therefore charged if the child is taken on holiday during the school term or is ill or goes elsewhere on their usual club day. No fees will be charged for Teacher Training Days, Voting Days, Bank Holidays or other public holidays.
- If fees remain outstanding 14 days after becoming due, it is within the discretion of the school to suspend or withdraw the child's place.

Cancelling a place/booking extra sessions

- If cancellation notice is given for a permanent place, or there is a reduction of existing sessions, parents will be liable for one month's fees.
- If you book an 'ad hoc session' and it is then cancelled by you within 48 hrs of the start time you have booked, you are liable for the fees charged for that session. (*An 'ad hoc session' is a session booked at kids' club, which is additional to the permanent sessions agreed with you at the start of term for your child.*)
- Any extra sessions booked will be added to the following month's fees.

Safeguarding and Behaviour

- Please do not send your child to the club if they have an infectious or contagious illness.
- In extreme circumstances, we reserve the right to exclude a child for unacceptable behaviour. (The club 'Behaviour Policy' is on the school website)
- A child will not normally be allowed home with any other person other than the one(s) who normally collect them, unless prior arrangements have been made and the club is notified or a password is given.
- If you are going to be late in collecting your child(ren) you must notify the club immediately.
- If you are late and we cannot contact you (or anyone named on your registration forms) we are required to contact Children's Services.

I have read and agree to abide by the following 'Terms and Conditions' and the club's 'Behaviour Policy' on the school website.

Parent/Carer's signature.....

Date.....

Children's names.....