



**Breakfast, After School
& Holiday Club**

Conditions

Name of Parent/Guardian: _____

Child: _____

Hours of operation:

English Martyrs site:

Breakfast club: 7.30am – 9.00am (Term time)
After school club: 3.15pm – 6.00pm (Term time)
Holiday club: 7.30am – 6.00pm (Holiday club is always based at English Martyrs site)

Woodhouse site:

Breakfast club: 7.30am- 9.00am (Term time)
After school club: 3.30pm-6.00pm (Term time)
Holiday club: 7.30am – 6.00pm (Holiday club is always based at English Martyrs site)

Late collection will be charged at £10 per 15 minutes.

Fees: Please see manager for the current fees. Fees are payable at least weekly/monthly/ half termly in advance. Fees must be paid at a minimum of the week before attendance. (Holiday club fees are due when booking your place, places only guaranteed once payment has been made.) We do not charge for Bank Holidays however, we charge for Polling days when school are closed as holiday club is provided on these days.

Deposit A £20 deposit is required to secure a place for your child. This is non-refundable but will be deducted from your 1st weeks fees.

Withdrawal: Notice of withdrawal of a child is two weeks (term time only) or fees in lieu.

Absence: The manager must be notified if a child is not going to attend the club. No refunds can be given for child absences, should your child not attend for any reason, fees are still payable.

Contact: We will contact you by phone, text message or email.

Safety: For the safety of the children, prior notice must be given if a child is to be collected by another person other than the parent/carer.

Safeguarding: Please can you ensure that your child(ren)are safely in the building in the mornings and at holiday club as we cannot be held responsible for the children's welfare and safety until they are in the building and in our care.

Behaviour: In the event of a child misbehaving the parents will be notified. In the event of continued or repeated unacceptable behaviour unfortunately in the interest of the other children, that child will be asked to leave.

Lost Property: Lost Property is not our responsibility.

Accidents: If a child has an accident whilst at the club the member appointed as the first aid officer will be required to report it to the parent/carer and they will be asked to sign the Accident Report Sheet.

Change of Details: Please notify us immediately of any change of circumstances e.g. address or telephone number etc.

- I consent to my child taking a place at Kids Mix according to the terms and conditions set out in its policies and procedures. I understand the expectations and obligations relating to both myself and the club, and agree to abide by them.
- I confirm that the information given on the Children's Details Form is correct and I promise to contact the owner/manager as soon as any of the details change.

I have read and accept the above conditions.

Signed _____ Date _____