

HOLIDAY CLUB CHILDCARE AGREEMENT

This agreement is between

BURTON MANOR PRIMARY SCHOOL
(HOLIDAY CLUB)
UPLANDS ROAD, STAFFORD (Tel. 330372 or 07976191027)

(Name in full) (parent)

of(address)

Telephone Mobile

for the care of (child's name in full):

.....

Starting from (date) for the following times:

Times of sessions:

MORNING SESSION	8.00 am – 12.00pm,
LUNCHTIME SESSION	12.00pm – 13.30pm
AFTERNOON SESSION	13.30pm – 5.30pm

Monday to Friday (Excluding bank holidays)

You must inform a member of staff if your child will not be attending a session, failure to do so could result in your child's place being suspended.

You are required to inform the Holiday Club immediately if you suspect you will be late collecting your child. Failure to collect your child on time will incur an additional charge of £8.00 if up to 15 minutes late and £20 if over 15 mins late. If parents cannot be contacted then the First Response Team will be contacted and your child's place will be suspended.

Current fees:	Morning Session	£8.00
	Lunchtime Session	£3.50
	Afternoon Session	£8.00
	All Day Session	£16.00
	Full week	£70.00

Payment: Online payment system or Child Care Vouchers.

Fees are required in advance of sessions. If fees are not paid a late payment fees of £25 will be payable and your child will not be able to attend their sessions until payment is made in full together with the late payment charge.

I/We understand and accept that after unacceptable behaviour I/We will be given 24hours notice of our child's place being withdrawn.

I/We give my/our permission for staff of the Burton Manor Holiday Club to administer medication, handle emergencies and control my child within the club policies.

I/We also understand and accept that the staff cannot undertake the care of sick children (in particular any child with an infectious disease, diarrhoea, vomiting or having a high temperature)

I/We have received a signed copy of this agreement

SIGNED Parent

SIGNED Child Care Provider
ON BEHALF OF BURTON MANOR HOLIDAY CLUB

Date: