

Rainbow Kids Club

Contract with Parents

Child's name _____

Parent or carer's name _____

FOR ALL BOOKINGS (PERMANENT AND AD HOC):

- I consent for my child to attend [Rainbow Kids Club](#). I understand that the club has policies and procedures (which are available to read on the website), and that there are expectations and obligations relating both to the club and to myself and my child, and I agree to abide by them.
- I understand that [Rainbow Kids Club](#) is a play setting and that whilst my child is there [Rainbow Kids Club](#) is legally responsible for him/her.
- My child will be provided with a snack and drink whilst at the club unless otherwise requested.
- Once my child arrives at [Rainbow Kids Club](#) he/she will be in the care of [Rainbow Kids Club](#) until collected and signed out by an authorised person.
- I will notify the club before the start of the session if I am collecting my child from school on a day that he/she is booked to attend the club. I understand that I will be charged for the booked session.
- I understand that Fees will not be refunded in the case of sickness, holidays or closure due to adverse weather or other events beyond [Rainbow Kids Club's](#) control.
- It is my responsibility to keep the club manager informed of any alterations to the information regarding my child (eg contact details, medical conditions, etc).
- I accept that my child may take part in messy activities while at [Rainbow Kids Club](#). I understand that I can provide my child with appropriate clothing to accommodate this if I wish.
- [Rainbow Kids Club](#) closes at 6.00pm. If, due to unforeseen circumstances, I am going to be late, I will contact the manager as soon as possible.
- If I do not collect my child by 6.00pm I will pay a charge of £5.00 for the first 10 minutes (6.00 – 6.10pm) and £25.00* thereafter to cover the costs of the staff who are legally required to supervise my child. *£5.00 for the first two warnings, £25 on the 3rd occasion.
- I understand that [Rainbow Kids Club](#) may review my child's place at the Club if I am continually late to collect him/her.
- If I do not collect my child by 6.30pm, and the club has been unable to reach me or any of my emergency contacts, I understand that [Rainbow Kids Club](#) will follow its **Uncollected Children Policy** and contact Social Care.
- I will provide at least one emergency contact who is local and available to collect my child in the event that I am unable to do so.
- If there is a change to my child's pick up and I do not need [Rainbow Kids Club](#) to pick my child up on a planned session, I will inform [Rainbow Kids Club](#) – failure to do so will result in an admin fine of £5.00
- Whilst [Rainbow Kids Club](#) tries to ensure the safety and security of items, I understand that it cannot be held responsible for loss or damage to my child's property whilst at the Club.
- I have read the club's **Behaviour Management Policy** and agree to its terms and appreciate that in some circumstances it may be necessary to exclude my child from the club, and I will pay for any missed sessions unless otherwise agreed with the manager.
- If there are any accidents or incidents at [Rainbow Kids Club](#) involving my child, I will be informed.
- If my child has an accident at the club, he/she will be treated by a qualified first aider and I will be informed as soon as possible. If my child needs urgent medical treatment and I am unavailable, a member of staff from [Rainbow Kids Club](#) will sign any consent forms necessary for treatment on my behalf, as stated on the club's **Medical Form**.
- Information held by [Rainbow Kids Club](#) regarding my child will be treated as confidential. However, in certain circumstances, for example if there are child protection concerns, I understand that the club has a legal duty to pass certain information on to other agencies, including Police, Social Care and health care professionals.
- I understand that aggressive and abusive behaviour towards staff will not be tolerated.

PERMANENT BOOKINGS:

- I will book my child into the club on a half termly basis and will pay promptly for all booked sessions whether my child attends or not (eg due to illness or holidays), unless I have made other arrangements with the manager.
- I will abide by the 6 weeks notice period required to cancel sessions with [Rainbow Kids Club](#).
- I accept that sessions cannot be cancelled due to school clubs once the term has started. I will discuss the impact of any after school clubs on an individual basis with the Finance Manager.

AD HOC BOOKINGS:

- Ad hoc sessions can ONLY be booked via MESSAGE ON FAMILY if over 48 hours away or by telephone **and** message on FAMILY if less than 48hours. In either case I agree that the contract will be binding for that booking. Sessions that have no written request will be charged an admin fee of £5.00.
- I understand that 24hrs notice is required to cancel an ad hoc bookings or I will be charged the full session rate.

I have **read and understood** the above terms and conditions and I agree to abide by them.

Signature: _____ Date _____