



Better Never Stops...

Clifton Green Primary School

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Breakfast Club and After School Club Parent/Carer's Contract

Child's name _____

Parent or carer's name _____

1. I consent for my child to attend Breakfast/After School Club. I understand that the club has policies and procedures (which are available for reference at the club), 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.
2. I understand that Breakfast/After School Club is a play setting and that whilst my child is there the Clubs are is legally responsible for him/her.
3. My child will be provided with a snack and drink whilst at the club unless otherwise requested.
4. Once my child arrives at After School Club he/she will be in the care of After School Club until collected and signed out by an authorised person.
5. I will book my child into the club on a WEEKLY basis and will pay promptly for all attended sessions when booking.
6. I will settle any outstanding money no later than two weeks after the due date.
7. It is my responsibility to keep the school office informed of any alterations to the information regarding my child (eg contact details, medical conditions, etc).
8. I accept that my child may take part in messy activities while at After School Club. I understand that I can provide my child with appropriate clothing to accommodate this if I wish.
9. After School Club closes at 5:45 p.m. If, due to unforeseen circumstances, I am going to be late, I will contact the After School Club staff as soon as possible.

10. If I do not collect my child by 5:45 p.m. I will be charged the following fees on top of the normal session charge...

5:45 ~6:00	+	£5
6:00 ~6:30	+	£10
6:30~7:00	+	<u>£10</u>
		£25

11.If I do not collect my child by 7:00 p.m., and the club has been unable to reach me or any of my emergency contacts, I understand that After School Club will follow its **Uncollected Children Policy** and contact Social Services.

12.Whilst After School 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.

13.If there are any accidents or incidents at Out of School Club involving my child, I will be informed.

14.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 After School Club will sign any consent forms necessary for treatment on my behalf.

15.Information held by After School 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 have read and **understood** the above terms and conditions and I agree to abide by them.

Signature: _____

Date: _____