



TERMS AND CONDITIONS FOR WIMBORNE FIRST SCHOOL KINGFISHERS BEFORE AND AFTER SCHOOL CLUB

Contact

Breakfast Club/After School Club Mobile Phone Number – TBC for September

Kingfishers Before Breakfast Club Prices

7.45am – 8.50am - £4.50

Kingfishers After School Club Prices

3.15pm – 5.00pm - £10 and 3.15pm – 5.45pm - £14

Late Pick Up Policy

There is a penalty charge of £10 for every 10 minutes after the session time ends. This will be payable on the next month's invoice. Failure to pay will mean your Kingfishers Club place will be withdrawn.

All parents/carers must book and pay in advance before a child can be accepted at any of the clubs.

Allergens, Dietary and Special Needs

Please let the club supervisor know, before attending the clubs, if your child has any allergens or dietary or any other special needs. The school should already be aware of existing conditions but it is the parent's responsibility to ensure the Club Supervisor is aware.

Medicines

Medicines are not administered to any child by Kingfishers Club Staff, during Club sessions

Food

Kingfishers Before Club – The children will be given a healthy breakfast which includes cereals, toast, water, juice and fruit.

Kingfishers After School – The children will be provided with a two course light cold snack.

Electronic devices

The children will be participating in a range of creative activities but please be aware they are not allowed to bring in any electronic devices or items from home as we cannot take responsibility for these.

Other external clubs

Children who attend other external clubs on Wimborne First School Site are welcome to use Kingfishers after School Club when the external club ends. It is the parent's responsibility to inform both the external club and Kingfishers Club leaders that their child will be attending Kingfishers club and sessions should be booked as normal. We will liaise with the external club organiser to ensure children are brought over to Kingfishers. Normal after School Club session prices apply.

There are no discounts available.

Payment for Kingfishers Before and After School Club Sessions Booked/Attended and Penalties

- All bookings must be made via the school office for Autumn term 1 and therefore afterwards on our online system (More information for how to book on line will be issued by the end of the summer term)
- Bookings must be paid for in advance of starting the clubs.
- Failure to settle all fees and/or penalties when due, may result in Wimborne First School taking action (including legal action) to recover all outstanding debts.
- **Changes to booked sessions - sessions which have been booked and paid for cannot be refunded.**
- Booking additional /occasional sessions –
 - All sessions requested by parents / carers are subject to availability as we must ensure that we have sufficient staff on site. For safeguarding and safety reasons all clubs will have a limited number of pupils.
 - Once a booking has been made and payment received, this secures the booking.
 - Children who arrive at the club to attend sessions without the parent/carer first booking, will be looked after whilst their parent is called to come and collect them. The parent/carer may be charged £10 if the school has had to incur additional staff costs.
- Responsibility for Payment - The responsibility for payment of all fees, charges and penalties lies at all times with the person who has made the booking.
- Penalties for Late Collection - It is the responsibility of all parents/carers collecting children to do so promptly at the end of the booked session. Failure to do so will expose the parent / carer to the payment of a financial penalty and will constitute a breach of the terms and conditions, entitling Wimborne First School to exclude the child from subsequent sessions.
 - All parents/carers collecting children late will be charged £10 per child for every 10 minutes after their session time ends.
 - The penalty must be paid before the child is able to return to the club.
 - Where the penalty is outstanding, and further sessions have been booked and paid for by the parent/carer, the club reserve the right to exclude the child, until the penalty is paid, without issuing a refund for sessions unattended.
- Withdrawal of place – If you decide you no longer require club sessions, 1 months written notice must be given so we can adjust staffing levels and no cost is incurred by the school.

Sickness Policy

- If your child has a vomiting or upset stomach bug, you should keep your child away from the club for 48 hours. If you feel your child's symptoms are due to reasons other than illness, for example, they are generally well but may be anxious, over excited, or have over eaten, please send your child to club but please make the Club Supervisor aware that they have been unwell, and why.
- If your child looks or feels shivery, unusually cold or hot, they may have a raised temperature. This may be due to a variety of reasons. If you have taken the recommended steps to reduce the temperature but your child still has a raised temperature, they should not be at the club. However, your child should be able to return to club 24 hours after they feel well.
- Should any child suffer from any of the above whilst at the club, the staff will contact and ask the parent/carer to come and collect the child as soon as possible. No refund will be available if a child is sent home due to illness.

Grounds for Exclusion

- Persistent poor behaviour on the part of the child (which includes, but is not limited to, bullying, verbal abuse, physical violence, fighting, racial incidents, defiance, rudeness to others, dishonesty, disobedience and deliberate damage to property), or non-persistent incidents of particularly serious behaviour (for example which endangers children or staff)
 - The staff will record poor behaviour. Three recorded incidents may result in a temporary or permanent exclusion at the discretion of the Headteacher.
- Where a parent/carer is in breach of any of our terms and conditions.
- Refunds will not be made if children are excluded on the grounds set out above.

Reservation of Rights

- Kingfishers Before and After School Club reserve the right to exclude a child or family from attending the club or to refuse to accept a registration.
- Wimborne First School reserve the right to close the club on the grounds of staff shortage, unavailability of facilities, or any other reason which in its reasonable opinion necessitates closure. Reasonable notice will be given where possible.
- If your child has Special Educational Needs, please contact the school to discuss your child's requirements prior to booking sessions at the clubs.
- Wimborne First School reserve the right to change these terms and conditions at any time and will notify parents/carers of such changes.

Legal: Waivers, Exclusions, Jurisdiction

- Wimborne First School shall not be liable for any direct or indirect loss suffered by parents/carers as a result of club closures under the terms of the agreement, including but not limited to loss of profits, increased costs or expenses or wasted expenditure.