

## Breakfast and After School Club Booking Terms and Conditions

- Payment is via Stripe through iPAL, charged monthly, in advance.
- Please keep a record of your own total so that you are prepared to pay immediately. Payment is due on the 1<sup>st</sup> of every month. You will receive automatic late payment reminders at day 7 and day 14. If payment is still not made by day 21 then you are unable to make further bookings.
- Bookings should be made in advance and amended or cancelled with a minimum of 7 days notice,
- We assume your child is able to consume the snack and drink. Allergy concerns should be disclosed to the school,
- If I am late for my 4.30pm pick up then the late fee is £5 per 15 minutes, or any part of 15 minutes.
- I understand that, if my child is not collected by 6.00pm, I will pay a charge of £20 per 15 minutes to cover the costs of the two staff who are legally required to stay to supervise my child e.g. if I arrive up to 6.15pm I will be expected to pay a late fee of £20. This fee will go up to £40 if I still haven't arrived by 6.16pm and will continue to increase in increments of £20 per 15 minutes.
- I have read the behaviour policy and agree to its terms and appreciate that in some circumstances it may be necessary to exclude my child from the setting and I will be liable to pay for these missed sessions. Should there be any incidents at the setting involving my child, I will be informed of the situation.
- I understand that, if my child has an accident, then he/she will be treated by a qualified first aider and I will be informed of the situation as soon as possible. If there is a situation where my child needs urgent medical treatment and I am unavailable, a member of staff may sign any consent forms necessary for treatment on my behalf.
- You must not park on or opposite the yellow lines when picking up. Our usual rules apply,
- By making bookings via iPAL we consent to the above Terms and Conditions.

**I have read and accept the conditions detailed above.**