



After School Childcare Provision Terms and Conditions

This document sets out the terms and conditions for parents and carers of children attending Fairisle Infant and Nursery School and Fairisle Junior School who wish to attend our After School Childcare Provision.

Parents and Carers are required to read and agree these Terms and Conditions prior to their child taking up a placement in the After School Childcare. The parent or carer completing this form (referred to as "I") must have parental responsibility for the child.

Fairisle Infant and Nursery School reserve the right to end this provision at any time should it become unviable.

Fairisle Infant and Nursery School After School Childcare will:

- Provide care for children attending Fairisle Infant and Nursery School and Fairisle Junior School during the hours of 3.15pm – 5.45pm as per an agreed schedule of sessions.
- Provide children with healthy snacks, taking into consideration any dietary needs or allergies.
- Provide children with time to undertake fun activities, crafts, games, outside play and relax with their friends.
- Inform parents and carers as soon as possible if we need to cancel the provision at short notice. We may contact you by telephone, text, email and OurSchoolsApp. We will only cancel if we are not able to provide the care due to an emergency issue.
- Allow your child to attend After School Enrichment Clubs at Fairisle Infant and Nursery School. They will be escorted to the childcare provision by school staff. We will endeavour to support Fairisle Junior School children to attend After School Clubs but cannot escort children from the Junior School during Childcare hours.
- Discuss any issues or concerns arising during your child's time in the After School Childcare provision with you in the first instance.
- Reserve the right to end a child's placement following discussion with you if we feel this is appropriate.

On signing the After School Childcare Provision Declaration of Parental Agreement parents and carers agree to:

Payment

- I agree to pay the full price per session booked. The current rate per session is **£13.75**.
- I understand that the full charge is due per session even if I choose to pick up my child early.
- I agree to pay for all sessions booked in advance, either by Scopay online payments, a registered voucher scheme or the tax-free childcare scheme.

- I understand that if I pay by voucher scheme I must provide the school office of evidence of each payment made. Please email a screen shot of the payment to info@fairisle-inf.co.uk at the time of making the payment.
- I understand that all absences will be charged for at full price, including illness. The only exception to this will be if the school cancel the provision for any reason.
- I agree to collect my child from After School Childcare at the appropriate times. I understand that failure to do so will incur a charge of £5 per 5 minutes or part thereof.

Attendance

- If my child is unwell and is not attending school I will let Fairisle Infant and Nursery School know that they will also be absent from the After School Childcare provision.
- I will inform Fairisle Infant and Nursery School if I require an adult to collect my child who is not on the After School Childcare contacts.
- I agree to request any changes to my child's sessions in writing by completing an After School Childcare Amendments to Sessions / Leavers Form which can be requested from After School Club or the Fairisle Infant & Nursery School office.
 - I understand that notice of 10 school days is required to reduce the number of sessions taken or to terminate your contract.
 - I understand that should I wish to increase the number of sessions taken Fairisle Infant and Nursery School will endeavour to accommodate this, based on current availability and any waiting list.
- I agree that if my child is absent for 5 or more sessions without notification my child's place will be given to a child on the waiting list. I understand that the last day of the 5 session period will be taken as the start of the notice period and I understand that I will then continue to be liable to charges accordingly.

Information

- I agree to complete the After School Childcare **Application Form and Parental Agreement. I understand that by signing this document I am agreeing to the terms and conditions set out in this document.** I will retain this document so that I am able to refer to these conditions.
- I understand that the After School Childcare provision will use the information I provide to support my child and administer the provision, in particular:
 - contact details,
 - adults approved to pick up your child,
 - medical information,
 - allergy information
 - dietary information.
- I understand that it is my responsibility to keep the school up to date with this information.
- I understand that if my child attends Fairisle Juniors, I will inform them that a member of staff from the Fairisle Infant & Nursery School After School Care will be collecting my child from Fairisle Juniors School Office.
- The provision will have a separate telephone number for parents and carers to contact them I understand that I should call this number to speak to staff directly after 3.30pm if I need to provide them with further details, such as someone else is picking up my child.
- The direct telephone number for After School Childcare is **07920 778722.**