

Terms and Conditions

Holiday Club

1. The Holiday Club is open during the days stated on the booking form from 8.00am – 5pm and will be held in Blackwell Methodist Church Hall.
2. Qualified staff will supervise children.
3. A register of all the children attending the Holiday Club will be called each morning / afternoon. You will be required to sign your name and enter the time on this register when collecting your child from the Church Hall.
4. If any person other than a parent / legal guardian is collecting a child we must be informed beforehand.
5. To make a reservation for your child a deposit of **ten pounds per child** is required along with a completed Booking Form, this deposit is non refundable.
6. Fees are to be paid two weeks before the start of Holiday Club and are non refundable. Cheques should be made payable to **Blackwell Montessori Nursery Ltd.**
7. A personal record form will be enclosed with your invoice and must be completed before your child is admitted to the Club.
8. Fees are still payable if your child is absent for any reason i.e. sickness and are non transferable.
9. Please do not bring your child in if they are suffering from sickness or diarrhoea.
10. You must inform us about any long term medical condition your child might be suffering from (asthma, anaphylaxis ...) You will be required to fill in appropriate forms and supply any necessary medication your child might need.
11. In the event of an emergency we shall endeavour to contact the parent / carer first but we will also take any further action we feel necessary.
12. The Holiday Club will not be responsible for any toys / games etc brought in by the children, which may get lost or broken. Children are not allowed to use mobile phones on the premises.
13. Clearly label all belongings i.e. bags, coats etc...
14. Children may be taken out on walks under supervision and we will assume that you agree to this unless stated to the contrary on the Childs Personal Record Form.
15. Children will require a mid-morning snack and a packed lunch if they stay all day (this will be stored in the fridge). Drinks will be provided throughout the day.
16. In the event of hot weather you should provide your child with a sun hat and sun lotion (clearly labelled). Younger children might need help with applying sun lotion; we will assume that you give us permission to do this unless otherwise stated on the child's Personal Record Form.
17. If you cancel your booking three weeks before your child is due to start, you will be liable to pay 50% of the total fees.

