

# Brampton Holiday Club

**Miss it - Miss out!**

Ask at the Kids Club for more information!



Dear Parent(s),

The Holiday Club will be open in the school holidays, on

**Thursday 3<sup>rd</sup> January 2019 and Friday 4<sup>th</sup> January 2019**, the Teacher Training Days.

During these days we will be open from **8.00am until 6.00pm**.

The cost for each child is **£4.00** per hour, to a maximum of **£28.00** for the day.

Bookings can be made on the hour, or half hour, for any amount of time from 30 minutes upwards.

Discounts are available for the full day charge, where more than 1 child attends from the same family.

Morning and afternoon snack times are usually provided at around 10.00am and 3.00pm. There is no additional cost for this. Lunchtime is scheduled for 12.30pm and your child/children will need to bring a packed lunch with them if they are booked in during this time.

If you require a place for your child/children on any of the days below, please book now as places are expected to fill up fast. You can complete the slip attached, and return it to the Club in person, by email, by post or telephone me on **(01480) 375064**.

Please note: Staffing costs will be committed on 14<sup>th</sup> December 2018. Any reduction in booking, or non-attendance, made after 14<sup>th</sup> December 2018 will be subject to a 100% charge.

Thank you and kind regards,

Nic

**Club Co-ordinator**

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Please make a booking for the my child/children for the day(s) and time(s) shown below;

**NAME(S)**

|  | Monday                    | Tuesday                  | Wednesday                | Wednesday                   | Friday                      |
|--|---------------------------|--------------------------|--------------------------|-----------------------------|-----------------------------|
| Times Required   | 31 <sup>st</sup> Dec 2018 | 1 <sup>st</sup> Jan 2019 | 2 <sup>nd</sup> Jan 2019 | 3 <sup>rd</sup> Jan 2019    | 4 <sup>th</sup> Jan 2019    |
|  | <b>CLOSED</b>             | <b>CLOSED</b>            | <b>CLOSED</b>            | <i>Teacher Training Day</i> | <i>Teacher Training Day</i> |
| <b>Any reduction in booking, or non-attendance, made after 14<sup>th</sup> December 2018 will be subject to a 100% charge.</b> |                           |                          |                          |                             |                             |

## Terms of membership

1. A child will not be cared for unless the appropriate registration forms are completed.
2. There will be no reduction in fees due to illness or a child not attending the Holiday Club on a booked day for any reason.
3. **Late collections – a penalty fee of £4.00 per family** is payable **for each 5 minutes or part thereof** should collection occur after your reserved times of attendance.
4. Fees for attendance are issued at the beginning of the Holiday Club and are due for payment by the end of the same period. Brampton Kids Club Ltd does not operate a credit facility. If you have problems paying your invoice, please discuss this in confidence with the Club Co-ordinator.
5. Fees may be paid online, or by cash, cheque or Childcare Vouchers. If you wish to pay by cash please ensure the exact amount is tendered as no change is kept on the premises. All cheques should be made payable to Brampton Kids Club Ltd. **Due to excessive bank charges, an additional rate of £1.50 should be added if paying by Cheque.** Any charges incurred by the Club for returned cheques will be passed back to you for the Club to be reimbursed. If paying online please include your child/children's' name(s) as a payment reference. In addition, if we must pass on the debt to a Debt Recovery Agency, we reserve the right to add the additional cost of recovery, to a maximum of 25% of the total debt outstanding, plus interest at the prevailing Court rate. If payment of fees is overdue, you will be liable to pay the cost of fees in full plus the cost of recovery of those fees, if any additional costs are incurred in the process.
6. Child Safety – A child will not be allowed, under any circumstances, to go home without a parent or properly authorised person appointed by the parent giving consent and providing this in writing to the Club Co-ordinator.
7. Child Safety – If an unknown or unauthorised person comes to collect your child/children and staff become suspicious, then contact will be made with a parent or designated carer before the child/children will be allowed to leave the Club.
8. The Club Co-ordinator is empowered to exclude children at his/her discretion.
9. You understand and fully accept that a 100% charge will be made for non-attendance, or for a reduction in booking made after the specified date.

Name \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_