

Premier After School Club Parent Contract

Child's name:

Parent/carer's name:

- I consent for my child to attend Premier After School Club. I understand that the club has policies and procedures (which are available for reference), and that there are expectations and obligations relating both to the club, to myself and my child. I agree to abide by them.
- I understand that Premier After School Club is a play setting and that whilst my child is there, the club is legally responsible for him/her until collected & signed out by an authorised person.
- My child will be provided with a snack and drink whilst at the club unless otherwise requested.
- I will notify the club before the start of the session if I am collecting my child from school on a day that he/she is booked to attend the club. I understand that I will be charged for the booked session.
- I will book my child into the club on a termly basis and will pay promptly for all booked sessions whether my child attends or not (e.g. due to illness or holidays), unless I have made other arrangements with the manager.
- It is my responsibility to keep the club manager informed of any alterations to the information regarding my child (e.g. contact details, medical conditions, etc).
- I accept that my child may take part in messy activities whilst at Premier After School Club. I understand that I may provide my child with appropriate clothing to accommodate this if I wish.
- **The Club** closes at 17.55pm/18.00pm. If, due to unforeseen circumstances, I am going to be late, I will contact the manager/deputy as soon as possible.
- If I do not collect my child by 18.00pm I will pay a charge of £xx per quarter of an hour to cover the costs of the staff who are legally required to supervise my child.
- If I do not collect my child by 18.30pm, and the club has been unable to reach me or any of my emergency contacts, I understand that Premier After School Club will follow its **Uncollected Children Policy** and contact Social Care.
- Whilst the club tries to ensure the safety and security of items, I understand that it cannot be held responsible for loss or damage to my child's property.
- I have read the club's **Behaviour Management Policy** and agree to its terms. I appreciate that in some circumstances it may be necessary to exclude my child from the club, and I will pay for any missed sessions unless otherwise agreed with the manager.
- If there are any accidents or incidents involving my child, I will be informed.
- If my child has an accident at the club, he/she will be treated by a qualified first aider and I will be informed as soon as possible. If my child needs urgent medical treatment and I am unavailable, a member of staff from Premier After School Club will sign any consent forms necessary for treatment on my behalf, as stated on the club's **Medical Form**.
- Information held by Premier After School Club regarding my child will be treated as confidential. However, in certain circumstances, for example if there are child



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protection concerns, I understand that the club has a legal duty to pass certain information on to other agencies, including; Police, Social Care and health care professionals.

- I understand that aggressive and abusive behaviour towards staff will not be tolerated.

I have read and understood the above terms and conditions and I agree to abide by them.

Signature: _____

Date:



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