

BATHEASTON PLAY RANGERS

Out of School Club

Parent/Carer's Contract

Child's name _____

Parent or carer's name _____

- I consent for my child to attend Batheaston Play Rangers. I understand that the club has policies and procedures (which are available for reference at the club), and that there are expectations and obligations relating both to the club and to myself and my child, and I agree to abide by them.
- I understand that Batheaston Play Rangers is a play setting and that whilst my child is there is Batheaston Play Rangers legally responsible for him/her.
- My child will be provided with a snack, drink and cooked tea whilst at the club unless otherwise requested.
- Once my child arrives at Batheaston Play Rangers, he/she will be in the care of Batheaston Play Rangers until collected and signed out by an authorised person.
- I will notify the club before the start of the session if I am collecting my child from school on a day 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 (eg. illness, family holidays) unless I have made other arrangements with the Manager. (The exception to the above is when the child must not attend due to having a communicable disease e.g. mumps, measles etc., or on specific medical advice.)
- I will give 2 full weeks' notice to terminate my childcare with Play Rangers. Please contact Play Rangers by e-mail: playrangers@batheaston.bwmat.org or by calling **01225 858555 (option 4)**.
- Invoices will be sent home near the start of each term, for payment by the specified date(s).
- Unless otherwise informed, invoices will be calculated on the original booking form. Any requests for alterations/amendments can be made through Play Rangers (e-mail: playrangers@batheaston.bwmat.org or telephone: **01225 858555 - option 4**) with the minimum of a week's notice before each new term.
- If payment is not settled by the date specified on the invoice, we cannot guarantee a place for your child in the next month.
- It is my responsibility to keep the club manager informed of any alterations to the information regarding my child (eg contact details, medical conditions, etc).
- I accept that my child may take part in messy activities while at Play Rangers. I understand that I can provide my child with appropriate clothing to accommodate this if I wish.
- Play Rangers closes at **6.00pm**. If, due to unforeseen circumstances, I am going to be late, I will contact the manager/deputy as soon as possible on **01225 858555 (option 4)**. I will also let the manager know if there is a change of person picking up my child.

- If I do not collect my child by 6.00pm I will pay a charge of **£6 per quarter of an hour** to cover the costs of the two staff who are legally required to supervise my child. I agree that these additional cost shall be paid for at the time my child is collected.
- If I do not collect my child by **6.30pm**, and the club has been unable to reach me or any of my emergency contacts, I understand that Play Rangers will follow its **Uncollected Children Policy** and contact Social Care.
- Whilst Play Rangers 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 and 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 at Play Rangers 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 Play Rangers will sign any consent forms necessary for treatment on my behalf, as stated on the club's **Medical Form**.
- Information held by Play Rangers regarding my child will be treated as confidential. However, in certain circumstances, for example if there are child 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 have read and **understood** the above terms and conditions and I agree to abide by them.

Signature: _____

Date: _____

PLAY RANGERS' CONTACT NUMBER:

**Play Leader can be contacted on the following number -
01225 858555 (option 4)**

Thank you.