



HALLING PRIMARY AFTER SCHOOL CLUB & BREAKFAST CLUB: CONTRACT FOR PARENTS/CARERS 2022-2023

Child's Name:	
Parent/Carer's Name:	

- I consent for my child to attend After School Club and/or Breakfast Club.
- I have read the schools Behaviour for Learning Policy and understand the expectations relating to both After School Club and Breakfast Club.
- I understand that After School Club and Breakfast Club are play settings and, that whilst my child is there, the After School Club and Breakfast Club staff are responsible for them.
- Once my child arrives at After School Club, they will be in the care of the club staff until collected and signed out by a parent/carers or an authorised **adult over 18**.
- I will notify After School Club, **before the start of the session**, if I am, instead, collecting my child from school on a day that they have already been booked to attend After School Club.
- It is my responsibility to keep Halling Primary School informed of any changes to information regarding my child, for example, contact details, medical conditions etc. Any such changes should be made directly to the school office where they will be amended/added in Arbor.
- I accept that my child may, on occasion, take part in messy activities and I understand that I can provide appropriate clothing to accommodate such activities, if I wish.
- **After-School Club closes at 6:00 pm.** If, due to unforeseen circumstances, I am going to be late, I will contact the After School Club Manager as soon as possible on **07731 685985** and no later than 5.45pm.
- Shorter Session: If I do not collect my child by 4:30pm, I agree to pay the additional £3.50 for the extended session until 6:00pm. This charge will be added to Arbor.
- If I do not collect my child by 6:00 pm, I agree to pay a charge of £1 per minute (per child) to cover the cost of the After School Club staff who are legally required to supervise my child. This charge will be added to Arbor.
- If I do not collect my child by 6:30 pm and After School Club has been unable to reach me or any of my emergency contacts, I understand that the school's Safeguarding Policy will be followed and social care will be contacted.
- If there are any accidents or incidents involving my child at either club, I will be informed in line with school policy.
- If my child has an accident at either club, they will be treated by a qualified First Aider, and I will be informed in line with school policy.
- I understand that disrespectful or abusive behaviour towards any member of staff from parents and carers will not be tolerated.

Signed:	
Date:	