

Safeguarding

- I/we understand that the above forms must be completed in full before my child can be allocated a place. This includes accepting the terms and conditions.
- I/We understand that the designated safeguarding lead will follow the school safeguarding policy and procedures.
- I/We understand that Lickey Hills Before and After School Club is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, parents and pupils to share this commitment.
- I/we understand it is our responsibility to update the club with changes to phone numbers, address or other contact details and this information must be given in writing.
- I/we understand it is our responsibility to issue the club with a password. If another adult collects my child from the club they will be required to give the password.
- I/we understand that the use of mobile phones within the setting is strictly prohibited.
- I/we give permission for treatment in the event of minor injury and application of hypoallergenic plasters (minor first aid).
- I/we understand that my child will not be admitted to the club if they are feeling unwell.
- I/we will supply named sun cream for our child/children weather permitting.
- I/ we give permission for a senior member of staff (Manager/Deputy Manager) to act in "loco parentis" if a medical emergency was to arise.
- I/we understand that use of the school staff parking is prohibited unless you have a disabled pass.

Behaviour

- I/we understand that there is a rewards and awards system to celebrate and encourage positive behaviour and attitudes and will support this.
- I/we understand that if my child's behaviour impacts on the safety of themselves or others my child's place can be withdrawn with immediate effect.
- I/we understand that the club expects and encourages pupils to behave in a respectful manner towards each other, adults and club/school property.
- I/we understand that any damage to property of club or school must always be paid for.
- I/we understand that inappropriate language, threats or acts of aggression towards staff or pupils in the club will not be tolerated and may result in the withdrawal of my child's place or a parental ban from the premises.

Payments:



The Hive Terms and Conditions 2021/2022

- I/we understand that a charge will be applied if fees are not paid on time.
- I/we understand that fees are payable irrespective of absences from a regular booked attendance pattern, including any sickness and holidays.
- I/we understand that outstanding payments and persistent late collection can resort in my child's place being withdrawn.
- I/we understand that **one month's notice** is required in writing if I wish to stop using the before and after school club.
- I/ we understand that if you wish to change Hive sessions then the appropriate form (Changes to Hive Sessions) must be completed and returned. **One month's notice** must be given before the changes will take place. Invoices will **not** be credited.
- I/we understand that late collection of children will incur a charge of £1 per minute.
- I/we understand that if my child is booked in for the 4.20pm session and I run over this time then my charge will be extended to the 6pm session.
- I/we understand that in the event of an emergency closure or pandemic, regular sessions **will not** be credited to any future invoice.

Delete as applicable:

I/ we give permission for my/our child to be taken on outings in the local area
(Yes / No)

I/we give permission for photographs/video footage of my/our child to be taken for training or promotional purposes (Yes / No)

By signing below, I agree to all of the above terms and conditions.

Signed (Parent/Carer)

Date

Parent of (child's full name)