

Parent/Carer's Contract

- I consent for my child to attend the Thrive Together Club. I understand that the Thrive Together Club has policies and procedures (which are available in the parent's handbook), and that there are expectations and obligations relating both to the Thrive Together Club and to myself and my child, and I agree to abide by them.
- I understand that the Thrive Together Club is a play setting and that whilst my child is there the staff are legally responsible for him/her.
- My child will be provided with a light meal and drink whilst at the Thrive Together after school Club unless otherwise requested and authorised by the manager of the club. Please ensure your child does not bring any sweets, crisps or chocolate as an alternative snack.
- **PLEASE NOTE: We have allergy and NO NUT Policy for the safe and well-being of children. Please see allergy and no nut policy for more information.**
- Once my child arrives at the Thrive Together Club he/she will be in the care of the staff until collected and signed out by an authorised person (who must be aged 16 or over with an agreed password).
- I will notify the Thrive Together Club by 2pm 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 receive an invoice a month in arrears by the club's app called Family. I agree to pay for all booked sessions whether my child attends or not (eg due to illness or holidays). I agree to pay for a month in advance and should I wish for my child not to return to the Thrive Together Club the following term for all or part of the agreed days, I will notify the manager one month before the end of the term. **All notice periods are only counted during TERM TIME ONLY.**
- I agree to ensure payment is made by the date specified on the invoice. If payment is not made on time, I understand the Thrive Together Club have the right to withdraw my child from the club until fees are paid and my account is up to date.
- It is my responsibility to keep the Thrive Together 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 the Thrive Together. I understand that I can provide my child with appropriate clothing to accommodate this if I wish.
- I understand that for safety reasons, umbrellas cannot be used walking to or from school and scooters are not permitted.
- Breakfast club opens at 7.45am. I understand that my child needs to be in by 8.30am as the school run starts at 8.35am.
- The Thrive Together Club closes at 6.15pm. If, due to unforeseen circumstances, I am going to be late, I will contact staff at the Club 0203 583 6364.
- If I do not collect my child by 6.15pm I will pay a charge of £5.00 per every five minutes to cover the costs of the two staff who are legally required to supervise my child.
- If I do not collect my child by 6.45pm, and the Thrive Together staff have been unable to reach me or any of my emergency contacts, I understand that the Thrive Together CCC

Club staff will follow its **Uncollected Children Policy** and contact Lewisham Social Services Team.

- Whilst the Thrive Together 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 understand that it is my responsibility to make sure that I keep up to date with information relating to my child at the Thrive Together Club by ensuring that I read the news feed on the Family App.
- I have read and agree to abide to all the Thrive Together's Policies and procedures.
- If there are any accidents or incidents at The Thrive Together Club involving my child, I will be informed via the Family App or if a head injury by telephone immediately.
- If my child has an accident at the Thrive Together, he/she will be treated by a qualified first aider and the accident will be recorded via the family app. All head injuries will be recorded on a head injury form and given to the person collecting the child. If my child needs urgent medical treatment and I am unavailable, a member of staff from The Thrive Together Club will sign any consent forms necessary for treatment on my behalf, as stated on the Thrive Together's Medical Form.
- Information held by The Thrive Together Club regarding my child will be treated as confidential. However, in certain circumstances, for example if there are child protection concerns, I understand that the Thrive Together 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.

Holiday Provision Terms

- 1) All terms and conditions for the Thrive Together CiC Club holiday provision applies as above with the addition of the following:
- 2) I agree that places booked for the holiday scheme and cancelled after the deadline date will be charged at the full rate plus the cost of the trip (where applicable).
- 3) All trips are pre- risk assessed and all children must be responsible and listen to staff when out and about on the trips.

Fees:

After School Club: £13 per day (Sibling rate: £12)

Breakfast Club: £5.50 per day (Sibling rate: £5)

Holiday Club / Inset Day (8.30am – 5.30pm) £25 per day (Sibling rate: £22.50)

Full week holiday club: £110

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