



stepping
stones
AFTER SCHOOL CLUB



Childcare Contract

Childs Name _____

School _____

Class (if known) _____

Childcare requirements

Please state which days childcare is required:

Monday / Tuesday / Wednesday / Thursday / Friday

Session prices 3pm until 6pm (Connaught setting 6.15pm)

1 - 4 days - £18.50

5 days - £17.00

This includes collection from school at 3pm and a hot meal with collection time at 6pm (6.15pm for Connaught school). Meal times are between 4.30pm and 5pm so please bear this in mind and let us know if you intend to turn up early to collect.

If your child attends an after school club (Connaught only) then the full session price will still apply. We are unable to collect from clubs from any of the other schools.

Holiday club and Inset days

A full days childcare is charged at £40 per day from 8am until 6pm. A hot dinner will be provided, but we do request that you supply a packed lunch each day (no nuts, sweets or fizzy drinks please).

The Holiday Club will operate for 5 weeks each year and will include the October half term, the first week of Easter and the first 3 weeks of the summer holiday, we will also cover all Inset days if your child normally attends on that day. Exact dates will be notified before the start of the new school term. This cover is automatically included, we don't offer term time only contracts. Please provide us with at least 4 weeks notice of intended holiday, wherever possible.

Payment

Your requirements for the school calendar year will be calculated and broken into equal monthly payments to include any cover for Holidays and Inset days. In the event that any days are not taken for whatever reason then no refund will be offered.

Correspondence address – % Connaught Junior School, Manor Way, Bagshot, Surrey GU19 5JY





stepping
stones
AFTER SCHOOL CLUB



A non-refundable £100 deposit is required to secure your child's place, if you fail to take the space your deposit will be retained otherwise it will be returned to you at the end of your final month as and when you terminate the contract.

Our bank details are;

Name Stepping Stones
Sort code 20-16-99
Account 53446670

Please note that all payments must be made monthly in ADVANCE and received by the 1st day of the month. Late payment will incur a £25 charge and may result in us being unable to provide this service to you.

Late collection

Please note that in the event of late collection we charge a rate of £25.00 per 15 minutes. This is to ensure that all collections are timely and offer the least amount of disruption to the other children in our care. As we are in rented premises we do have certain time constraints and as such in the event that you are delayed you will need to make alternative arrangements for someone else to collect your child.

Bad weather/school closures – Stepping Stones follow guidance from Surrey Heath regarding school closures due to snow/ice or any adverse conditions or events which cause the school to close and we will therefore close accordingly. No refund on fees paid will be made if this is the case.

The notice period for cancellation or any changes to contracted days is 4 weeks.

I confirm that I have read and understood the terms of this contract

Contract start date _____

Parent/Carer _____

Signature _____

Date _____

OFSTED Registration Number - EY433956

Correspondence address – % Connaught Junior School, Manor Way, Bagshot, Surrey GU19 5JY

