

St Martin's C of E Primary School

Wraparound Care Clubs

Parent/Carer's Contract

Child's name _____

Parent or carer's name _____

- I consent for my child to attend St Martin's C of E Primary School Wraparound Care Clubs (Breakfast and/or After School Club). I understand that the clubs follow school policies and procedures 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 St Martin's Wraparound Care Clubs are a play setting and that whilst my child is there St Martin's Wraparound Care Clubs is legally responsible for him/her.
- My child will be provided with breakfast or a snack (club dependant) and drink whilst at the club unless otherwise requested.
- Whilst St Martin's Wraparound Care Clubs try to ensure the safety and security of items, I understand that they cannot be held responsible for loss or damage to my child's property.
- I have read the club's terms and conditions, including the **Behaviour Expectations** and agree to its terms and appreciate that in some circumstances it may be necessary to exclude my child from the club.
- If there are any accidents or incidents at St Martin's Wraparound Care Clubs involving my child, I will be informed.
- If my child has an accident at 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 St Martin's Wraparound Care Club will sign any consent forms necessary for treatment on my behalf, as stated on the club's **Medical Form**.
- Information held by St Martin's Wraparound Care 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 club has a legal duty to pass certain information on to other agencies (via the Head of School), including Police, Social Care Team and health care professionals.

After School Club specific:

- Once my child arrives at St Martin's Wraparound Care Club he/she will be in the care of the club 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 that he/she is booked to attend the club **and I understand that I will be charged for the booked session if I do not cancel it by 9.00am on the day of the session.**
- I will book my child into the club using ParentPay unless I have made other arrangements with the Play Leader.
- It is my responsibility to keep the Play Leader informed of any alterations to the information regarding my child (e.g. contact details, medical conditions, etc).
- I accept that my child may take part in messy activities while at St Martin's After School Club and I understand that I can provide my child with appropriate clothing to accommodate this if I wish.
- After School closes at 6.00pm. If, due to unforeseen circumstances, I am going to be late, I will contact the Play Leader as soon as possible.
- **If I do not collect my child by 6.00pm I will pay a charge of £10.00 every 10 minutes to cover the costs of the two staff who are legally required to supervise my child and the caretaker who must remain onsite.**
- **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 St Martin's After School Club will follow its **Uncollected Children Policy** and contact the Police and/or Social Care Team.

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

Signature: _____ Date: _____