



Kenilworth Toddler Group - Terms and Conditions/Policies

Kenilworth Toddler Group's Terms and Conditions aim to present a fair sustainable structure to all. We are committed to the safety of all persons who attend our sessions and to deliver the highest standard of service.

Participating in the Toddler Group is entirely at your own risk without any proven negligence, breach of duty of care or lack of due diligence by Kenilworth Staff.

Supervision and withdrawal of service

All children must be supervised at all times and not left unattended. The Leaders cannot be responsible for a child at any time. Regrettably as our groups are designed for babies from the age of birth to 3 years old only, older siblings cannot attend unless specifically invited.

Should a carer or associated visitor behave in a way that the Group Leader feels is unreasonable then the school reserves the rights to withdraw the provision of Groups to the client. If you have any connections to children within the school, it is important that you do not leave the group at any time to visit any older children that are currently in full or part time education at Kenilworth Primary School. This also supports the school with ensuring they fulfil their safeguarding obligations to all pupils.

Cancellation of Groups policy

Kenilworth will endeavour to run groups during bad weather e.g. snowy conditions. However should we need to cancel due to safety concerns, parents/guardians will be notified/contacted (please check the school website www.kenilworthprimary.co.uk and make sure your phone number is kept up to date on our register).

Food

As the toddler group is held within a nut free school, we cannot allow parents/guardians to bring their own snacks into toddler group. Some snacks will be provided within the session and you are permitted to bring in child cups, beakers and bottles with water, squash, milk or formula.

Illness

Parents/guardians are asked to keep their babies at home if they have a serious infection and to inform the setting as to the nature of the infection so that other parents/guardians can be alerted. Please keep your baby at home if he/she:

- Has a fever or has had one in the previous 24 hours
- Has had an upset stomach or diarrhoea in the previous 48 hours
- Has heavy nasal discharge
- Has discharging eyes

Has symptoms of a possible communicable diseases such as:

- Measles
- Chicken pox
- German measles
- Whooping cough
- Impetigo
- Scarlet fever
- Hand, foot and mouth disease
- Norovirus

Commitment to Equal Opportunities

Kenilworth has a commitment to ensure that the equipment and activities are value and worth to everyone regardless of race, culture, language, gender, age, experience, religion, background, ability or disability.

Data Protection

The information on this form contains personal data. The Kenilworth Toddler Group will record, process and keep your personal information secure in accordance with the Data Protection Act 1998. Information will not be passed onto a third party unless you have opted in during the booking process. At all times we will ensure that procedures are compliant with GDPR regulations.

Videos, photographs and confidentiality

As the Toddler Group is run within a school, it is important that this is **a no mobile phone zone** and we cannot allow the taking of photographs within the session.

Protection of property

Please note that your property left in prams or bags is your responsibility and Kenilworth cannot take any responsibility for the safeguarding of these items.

Health & Safety and Hygiene Policies

Kenilworth follows rigorous internal checks of the venue and its own equipment to ensure that they are clean and safe. Daily Risk Assessments are conducted.

Changes to Terms and Conditions

Kenilworth from time to time updates these T&Cs. It will inform you of changes through regular channels of communication and you have 14 days to opt out of accepting changes in writing. Failure to do so will entitle Kenilworth to treat this agreement with you as being updated with the changes.