**St Teresa’s Catholic Primary School - Breakfast Club/ After School Club Parent Agreement**

**Child’s Name:**

**Child’s Year group:**

**Parent/ Carer’s Name:**

1. I consent for my child to attend the Breakfast/After School Club at St Teresa’s Catholic School.
2. I understand that such extended school services have policies and procedures which are available for reference on the school’s website and hard copies are also available on request.
3. I understand that there are expectations and obligations outlined in the Extended Services Policy relating to the Breakfast/ After School Club, to myself and to my child, and I agree to abide by them.
4. My child will be provided with breakfast/ snack and drink whilst at the club unless otherwise requested.
5. If my child is booked into the club(s), I understand that my child is legally in the care of the school, even if another school club is attended until 4:30pm. My child will remain in the care of the club until collected and signed out by an authorised person. Further information outlining regarding authorised person collection can be seen in Section 7 of the Extended Services Policy.
6. I will book my child into the club in advance and provide payment in advance unless highly exceptional circumstances occur.
7. I understand that all fees must be paid weekly and that fees might be charged if attendance is booked, even if the child does not attend.
8. Where, due to highly exceptional circumstances, a late booking is made for Breakfast/ After School Club, payment must be made on drop-off/ collection or at the very latest within one school day.
9. I understand that if I do not adhere to the school’s booking and payment procedures as outlined in the Extended Services Policy, I may forfeit my child’s place at the club.
10. It is my responsibility to keep the school informed of any alterations to information regarding my child (eg contact details, medical conditions etc)
11. I understand that if I collect my child late, there is a fee of there is a fee of £XX per hour. This is further outline in the Extended Services Policy.
12. I understand that there are processes and procedures in place for uncollected children. This is further outlines in the Extended Services Policy.
13. Whilst the Breakfast and After School Club tries to ensure the safety and security of items, I understand that the school cannot be held responsible for loss or damage to my child’s property when at such extended school services.
14. If there are any accidents or incidents involving my child whilst at the club, I will be informed as soon as possible.
15. If your child has an accident at the club, they will be treated by a qualified first aider and you be informed as soon as possible.

I have read and understood the above terms and conditions and the Extended Services Policy and I agree to abide by them expectations set on them.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_