



### HOLIDAY CLUB TERMS AND CONDITIONS

We hope your child enjoys their time at holiday club. Our email address is [holidayclub@sjcr.org.uk](mailto:holidayclub@sjcr.org.uk) and Emergency Contact Number is 07715 373162.

By accepting our terms and conditions you are agreeing to the following:

- I hereby consent to the giving of such urgent medical or surgical treatment to my child as may prove necessary during the activities.
- In consideration of the person in charge of the activities agreeing to the inclusion of my child as a member of the activities, I hereby undertake to indemnify him or her and any other member of the activities against any costs or expenses reasonably incurred by them on behalf of my child during the activities, providing that such indemnity shall not extend to claims, damages or costs or expenses against the risk of which the person in charge of the activities shall be indemnified under any policy of insurance.
- In the event of any illness or medical treatment occurring after the return of this form and prior to the activity, I undertake to inform the Staff. It is important that the staff know if your child suffers even mildly from any medical condition or is taking medication, so that extra care can be arranged, if necessary.
- If my child suffers from sickness or diarrhoea I will exclude them from the Holiday Club until at least **48 hours after** symptoms have passed.
- I understand that should the Staff decide that my child's poor behaviour means that he/she should be excluded from the activity it is my responsibility to make arrangements for my child's immediate return home and that all costs are at my expense. No refund of activity fees will be made.
- I understand that if someone unknown to Holiday Club staff collects my child at the end of a session, they will need to provide a password previously agreed with staff before the child is released from the care of Holiday Club staff.
- I understand that my child knows when they need to use the toilet, how to use the toilet independently, and can effectively clean themselves after using the toilet.

Insurance:

Children who attend St Joseph's College Holiday Club will be covered by St Joseph's College insurance as standard.

Emergency contact details:

It is imperative that a family member or carer can be contacted in case of an emergency so it is vital that you provide home, work and mobile contact numbers. We need contact details for a minimum of two and ideally three people.

Booking conditions:

1. No Liability is assumed by St Joseph's College for personal injury or death of any participant or any damage or loss resulting unless caused by proven negligence of St Joseph's or its agents or employees.
2. St Joseph's College does not accept responsibility for the loss or damage to property of any kind during Holiday Club. No representative or employee is authorised to commit St Joseph's College to any liability at all and it will not be bound by any statement unless written and signed by a duly authorised member of staff.
3. Right to Exclude: St Joseph's College reserves the right to exclude or refuse any participant before or during an Activity Week if it is considered that person is wilfully and repeatedly disobedient or disruptive, or shows lack of respect to other children within his/her own peer group. Any fees returned shall be at the discretion of St Joseph's College.
4. Payment is evidence that these Terms & Conditions have been accepted.
5. Full payment is required at the time of booking in order to secure a place.
6. Lost Property: Please ensure that all articles of clothing and bags are clearly marked. Lost property will be held for the first 2 weeks following Holiday Club. After that period any remaining articles will be given to a local charity.
7. No refunds will be made for cancellations less than 48 hours in advance. Cancellations before this date will be refunded at a rate of 50%.
8. All bookings must be made via our website. St Joseph's pupils have the option of adding their payment to their fees. Salary Sacrifice Childcare Vouchers – please email [bursar@sjcr.org.uk](mailto:bursar@sjcr.org.uk) with details of your Childcare Voucher provider so we can supply you with the correct reference details. Please use your child's pupil reference as a reference code, or if they do not have one please use HC followed by your child's first initial and surname. Bookings cannot be made over email.
9. We insist that children are not picked up late after a morning session (1pm) due to our strict ratios. Late Collection after 1.00pm will be charged at £15 per 15 minutes. Late collection after 6.00pm will also be charged at £15 per 15 minutes and this is strictly enforced due to the additional staff costs incurred. Parents who continue to ignore this rule may be stopped from using our out of school-hours care in future.