



WRAP AROUND CARE



REGISTRATION FORM



Childs's Name:	
Date of Birth:	
Class:	
Address (including postcode):	

PLEASE GIVE DETAILS OF THE PERSON WHO YOU WISH TO BE CONTACTED IN AN EMERGENCY, WHILST YOUR CHILD IS ATTENDING WRAP AROUND CARE.

Full name including title (Mr, Mrs, Miss):	
Relationship to child:	
Parental/legal responsibility for child (delete as applicable):	YES/NO
Contact telephone Number(s):	

Please list any medical conditions that the Wrap around care staff need to be aware of:

Please list any dietary needs (Allergies, Intolerance, religious) :

Please let us know of anything else our Wrap around care staff should be aware of, concerning your child:



'EARLY BIRDS' BOOKING FORM



Breakfast club runs from 7:45am – 8:45am in the Round Room. Places will be offered to those requesting a full time place in the first instance, however if you only wish to use the facility on certain days, please indicate which days you wish your child to attend:

FULL TIME PLACE REQUIRED (Mon – Fri) at a cost of £3.00 per session **YES/NO**

PART TIME PLACE REQUIRED At a cost of £3.00 per session	Monday	Tuesday	Wednesday	Thursday	Friday
Please tick which days you wish your child to attend.					

Please note: Part time places will be renewed on a termly basis subject to availability We cannot guarantee that part time days can be changed on a weekly basis. Please contact the office for assistance.

PAYMENT SCHEDULE

FULL TIME	Dates:	Number of days:	Cost:	Payment due date:
Autumn 1	04.09.18 - 19.10.18	34	£102	4 th September 2018
Autumn 2	30.10.18 - 21.12.18	39	£117	12 th October 2018
Spring 1	08.01.19 - 15.02.19	29	£87	14 th December 2018
Spring 2	26.02.19 - 05.04.19	29	£87	8 th February 2018
Summer 1	23.04.19 - 24.05.19	23	£69	29 th March 2019
Summer 2	04.06.19 - 23.07.19	36	£108	17 th May 2019

PART TIME	Dates:	Number of days:	Cost:	Payment due date:
Autumn 1	04.09.18 - 19.10.18	TBC	TBC	4 th September 2018
Autumn 2	30.10.18 - 21.12.18	TBC	TBC	12 th October 2018
Spring 1	08.01.19 - 15.02.19	TBC	TBC	14 th December 2018
Spring 2	26.02.19 - 05.04.19	TBC	TBC	8 th February 2018
Summer 1	23.04.19 - 24.05.19	TBC	TBC	29 th March 2019
Summer 2	04.06.19 - 23.07.19	TBC	TBC	17 th May 2019

We accept the following childcare vouchers: Kiddivouchers, Edenred and Computershare

Data Protection Act 2018: The school is registered under the Data Protection Act for holding personal data. The school has a duty to protect this information and to keep it up to date. A copy of our Privacy Notice and how this affects your child can be found at: <http://www.theferrarsacademy.co.uk/page/?title=Privacy+Notice&pid=126>

Declaration - I confirm that the details I have given above are true and accurate and that I have read and agree to abide by, the Terms and Conditions of the Wrap Around Care at the Ferrars Academy.

Signature:..... PRINT NAME:.....

Relationship to the child:..... Date:.....

OFFICE INFORMATION: Retain original form and return a copy to the parent/carer.



'NIGHT OWLS' BOOKING FORM



After School Club runs from 3:15pm – 5:30pm in the Round Room. Places will be offered to those requesting a full time place in the first instance, however if you only wish to use the facility on certain days, please indicate which days you wish your child to attend:

FULL TIME PLACE REQUIRED (Mon – Fri) at a cost of £6.75 per day

YES/NO

PART TIME PLACE REQUIRED	Time:	Cost:	Monday	Tuesday	Wednesday	Thursday	Friday
At a cost of £3.00 per hour	3:15pm - 4:15pm	£3.00					
	4:15pm - 5:30pm	£3.75					

Please tick which days you wish your child to attend.

Please note: Part time places will be renewed on a termly basis subject to availability We cannot guarantee that part time days can be changed on a weekly basis. Please contact the office for assistance.

PAYMENT SCHEDULE

FULL TIME	Dates:	Number of days:	Cost:	Payment due date:
Autumn 1	04.09.18 - 19.10.18	34	£229.50	4 th September 2018
Autumn 2	30.10.18 - 21.12.18	39	££263.25	12 th October 2018
Spring 1	08.01.19 - 15.02.19	29	£195.75	14 th December 2018
Spring 2	26.02.19 - 05.04.19	29	£195.75	8 th February 2018
Summer 1	23.04.19 - 24.05.19	23	£155.25	29 th March 2019
Summer 2	04.06.19 - 23.07.19	36	£243.00	17 th May 2019

PART TIME	Dates:	Number of days:	Cost:	Payment due date:
Autumn 1	04.09.18 - 19.10.18	TBC	TBC	4 th September 2018
Autumn 2	30.10.18 - 21.12.18	TBC	TBC	12 th October 2018
Spring 1	08.01.19 - 15.02.19	TBC	TBC	14 th December 2018
Spring 2	26.02.19 - 05.04.19	TBC	TBC	8 th February 2018
Summer 1	23.04.19 - 24.05.19	TBC	TBC	29 th March 2019
Summer 2	04.06.19 - 23.07.19	TBC	TBC	17 th May 2019

We accept the following childcare vouchers: Kiddivouchers, Edenred and Computershare

Data Protection Act 2018: The school is registered under the Data Protection Act for holding personal data. The school has a duty to protect this information and to keep it up to date. A copy of our Privacy Notice and how this affects your child can be found at: <http://www.theferrarsacademy.co.uk/page/?title=Privacy+Notice&pid=126>

Declaration - I confirm that the details I have given above are true and accurate and that I have read and agree to abide by, the Terms and Conditions of the Wrap Around Care at the Ferrars Academy.

Signature:..... PRINT NAME:.....

Relationship to the child:..... Date:.....

OFFICE INFORMATION: Retain original form and return a copy to the parent/carer.



THE FERRARS ACADEMY WRAP AROUND CARE TERMS AND CONDITIONS



Name of Child: _____

Class: _____

Our Aim: The Ferrars Academy Wrap Around Care aims to provide high quality care for children before the start and at the end of the school day.

WRAP AROUND CARE

1. I accept that the hourly cost is £3.00. Fees are required no later than the due date on the payment schedule and can be paid in cash, using childcare vouchers or with prior arrangement, by bank transfer.
2. I understand that if my child is sick or does not attend Wrap Around Care for any reason or only attends part of a session no refunds will be given.
3. I understand that if using childcare vouchers, I must arrange for payment to be made by the voucher company before the payment due date. I must supply The Ferrars Academy with the details of my childcare vouchers provider.
4. I understand that the club will run during term time only and will not be open on INSET days.
5. I understand that should the school have to close unexpectedly, the club will not run and refunds will be made.
6. I understand that the school's policies and procedures will apply to Wrap Around Care.
7. I understand that having a child already attending Wrap Around Care does not give siblings automatic or priority admission. A new registration form would still need to be completed.
8. I agree that once my child has a place I will give half a terms notice if I wish to cancel my Wrap Around Care agreement.
9. I understand that if my child attends part time, their place is only guaranteed for the current term as parents/carers needing full time places are given priority.
10. Parents will be given one term's notice of any change in fees or timings. (This does not apply to point 9).
11. I have read and understood these terms and conditions and in signing the form agree to adhere to them.

ADDITIONAL 'EARLY BIRDS' TERMS AND CONDITIONS

1. I understand that the session time of Breakfast Club is 7:45 - 8:45 am
2. I agree to accompany my child to the door of the Breakfast club venue to meet the staff.
3. I understand that Breakfast Club staff will hand over my child to the classroom staff daily.

ADDITIONAL 'NIGHT OWLS' TERMS AND CONDITIONS

1. I understand that the session times of After School Club are 3:15pm - 4:15pm and 4:15pm - 5:30pm
2. I agree to collect my child by the end of the paid session and that if I am late collecting, there will be an additional charge of 75p per quarter of an hour that I am late.
3. I understand that school staff will hand over my child to the After School Club staff daily.
4. I understand that if, due to unforeseen circumstances I anticipate being late or if any collection arrangements change, I will call the main school number to inform them. If this is after 4pm, I will call the Night Owls staff contact number which will be issued to me before my child starts Night Owls.

Signed (Parent/ Carer): _____

Parent name (Please Print): _____

Date: _____

OFFICE INFORMATION: Retain original form and return a copy to the parent/carer.