

## Farmer James Holiday Club 2017

### Parent/Carer Contract(1) & Application Form(2)

#### Term and Conditions

On registering of my child at Farmer James Holiday Club at St Leonard's Farm Park OFSTED Registration Number EY469487 I fully understand that:-

1. All sessions must be paid for **in full by 10/03/17 for Easter Holiday Club** and **30/06/2017 for Summer Holiday Club** by card over the telephone, cheque by post or by Child Care vouchers. No refunds will be given. Alterations will incur an administration fee. Date changes less than 4 weeks prior to attending incur the full cost. Date changes subject to availability. A late fee of £25 per day will apply for late/non payment by the due date.
2. If the full amount is not paid upon booking a non-refundable £10 per day deposit will be taken.
3. **If vouchers are being used**, it may take some time for them to be received by parents/carers. However, payment must be made for the place(s) booked therefore deposits will be taken by card\* or cheque and refunded by cheque once the vouchers are paid in full by the due Easter or Summer date to FJHC. If it is not possible to pay vouchers by the Easter/Summer due dates then payment in full will be taken by card or cheque and refunded by cheque, by request, once voucher payment is received into our bank account. Parent/carers should instruct voucher companies to issue payment in good time as some take up to 8 days to reach payee bank accounts. *Payment is not considered received until it is in our bank account, not an online virtual voucher company account.*
4. **Drop off** is between 8am-9am (breakfast 8am-8.30am). **Collection** is between 5pm-6pm (tea 5pm-5.30pm). In order for your child(ren) to get the best from this unique scheme, drop off/pick up outside these times is not encouraged. *To comply with OFSTED regulations, our gates will be locked between 9am and 5pm.* Contact Telephone Number 07960716945 should be used during Holiday Club sessions ONLY. Bookings or general enquiries should be directed to our main office number 01274 598795 during our office hours of Mon-Fri 9.30am-4.30pm.
5. FJHC reserve the right to terminate any place with immediate effect if:
  - a) Fees are not paid by their due date i.e. 10/03/17 for Easter Club & 30/06/17 for Summer Club.
  - b) A child, parent or carer displays abusive, threatening or otherwise inappropriate behaviour.In all other circumstances FJHC management will give you two weeks notice in writing should they wish to terminate any FJHC place for any reason.
6. Parents/carers need to be aware that sessions will be charged for even if the child is ill/does not attend.
7. FJHC cannot be held responsible for any loss or damage to children's property. Every reasonable effort will be made by FJHC staff to ensure the children's belongings are not lost or damaged. Practical "inexpensive" clothing/footwear is strongly recommended. It is parent/carers responsibility to clearly label all items of clothing. It is respectfully suggested all toys, books and electronic equipment are left at home.
8. Parents/carers must read and adhere to all **Policies & Procedures** which are in place within the setting of FJHC. A copy is available to download from our website [www.stleonardsfarm.com](http://www.stleonardsfarm.com) "Farmer James Holiday Club" page.

Please read the above Terms & Conditions(1), sign the **Parent/Carer Contract(2)** and complete the **Application Form(2)**, **Registration Form** and **Parental Permission Form** (keep the Terms & Conditions). Return the completed forms along with payment i.e. Cheque\*\*, Credit\* or Debit card# details or Child Care Voucher details (£10 per day per child deposit is required if paying by child care vouchers) to:

**St Leonard's Farm Park, FJHC, Chapel Lane, Esholt, BD17 7RB.**

If you re-book for the same child(ren) in the same year (i.e. Easter2017 then Summer2017) you only need to send a completed Application Form along with payment.

\*2% charge to use a credit card, free to use a debit card \*\*Cheques payable to JW&DI Wainhouse # Request call back to pay over phone.

**Farmer James Holiday Club** at St Leonard's Farm Park off Station Road Esholt BD17 7RB  
Holiday Club Contact Number 07960716945 During Holiday Club Sessions ONLY  
Main Office Hours Mon to Fri 9.30am-4.30pm 01274 598795 [farmerjames1@aol.com](mailto:farmerjames1@aol.com) [www.stleonardsfarm.com](http://www.stleonardsfarm.com)

## Farmer James Holiday Club

### Application Form 2017

Name of Child ..... DOB ..... Age.....

Your Name ..... Tel .....

Address .....

Post Code ..... Email .....

Full Week (8am-6pm Monday to Friday, same week) £175.00

Day Session (8am-6pm) £40.00

#### **Sessions Required - Please tick as appropriate**

Week	Monday	Tuesday	Wednesday	Thursday	Friday	Amount Due & Date Due
<b>EASTER2017</b> 10 <sup>th</sup> -13 <sup>th</sup> April					XXXXXX	£ By 10/3/17
<b>SUMMER2017</b> 31 <sup>st</sup> Jul-4 Aug						£
7 <sup>th</sup> -11 <sup>th</sup> Aug						£
14 <sup>th</sup> -18 <sup>th</sup> Aug						£
21 <sup>st</sup> -25 <sup>th</sup> Aug						£
Amount due by 30/6/17						£ By 30/6/17

#### How Are You Paying?

I enclose FULL payment of £..... by Cheque or Card No.....Exp.....SecNo.....

**OR**

I enclose DEPOSIT payment of £..... by Cheque or Card No.....Exp.....SecNo.....

I will pay the BALANCE of £..... On ..... by Card, Cheque or Child Care Vouchers

Voucher Company Name ..... Amount of refund required £..... (ChqNo.....

Posted.....

By.....

\* 2% charge to use a Credit Card ,free to use a Debit Card \*\* Cheques payable to JW&DI Wainhouse #Request call back to pay over phone

#### Parent/Carer Contract

These Terms and Conditions represent the entire agreement and understanding between the parents/carers and FJHC. Any other understanding, agreements, warranties, conditions, terms or representations, whether verbal or written, expressed or implied are excluded to the fullest extent, permitted by law.

I agree to the terms and conditions that are stated on this form. I understand that this is a legally binding contract between myself and **Farmer James Holiday Club** at St Leonard's Farm Park.

Name of Parent/Carer.....

Signature of Parent/Carer ..... Date .....

Signature of FJHC Manager ..... Date .....  
or Registered Provider

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Holiday Club Contact Number 07960716945 During Holiday Club Sessions ONLY

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