

## Parent/Guardian Contract

- I consent for my child to attend LangtonOut! I understand that the club has policies and procedures (which are available for reference at the club), and that there are expectations and obligations relating both to the club and to myself and my child, and I agree to abide by them.
- I understand that LangtonOut! is a play setting and that whilst my child is there LangtonOut! is legally responsible for him/her.
- My child will be provided with a breakfast before school and/or a snack and drink after school whilst at the club unless otherwise requested.
- Once my child arrives at LangtonOut! he/she will be in the care of LangtonOut! until collected and signed out by an authorised person.
- I will notify the club before the start of the session if I am collecting my child from school on a day that he/she is booked to attend the club. I understand that I will be charged for the booked session.
- It is my responsibility to keep the club manager informed of any alterations to the information regarding my child (eg contact details, medical conditions, etc).
- I accept that my child may take part in messy activities while at LangtonOut! I understand that I should provide my child with appropriate clothing to accommodate this.
- LangtonOut! closes at 6.15pm. If, due to unforeseen circumstances, I am going to be late, I will contact the manager/deputy as soon as possible.
- If I do not collect my child by 6.15pm LangtonOut! reserves the right to levy a charge of £10 per quarter of an hour to cover the costs of the staff.
- If I do not collect my child by 7pm, and the club has been unable to reach me or any of my emergency contacts, I understand that LangtonOut! will follow its **Uncollected Children Policy** and contact Social Care.
- Whilst LangtonOut! tries to ensure the safety and security of items, I understand that it cannot be held responsible for loss or damage to my child's property.
- I have read the club's **Behaviour Management Policy** and agree to its terms and appreciate that in some circumstances it may be necessary to exclude my child from the club, and I will pay for any missed sessions unless otherwise agreed with the manager.
- If there are any accidents or incidents at LangtonOut! involving my child, I will be informed.
- If my child has an accident at the club, he/she will be treated by a qualified first aider and I will be informed as soon as possible. If my child needs urgent medical treatment and I am unavailable, a member of staff from LangtonOut! will sign any consent forms necessary for treatment on my behalf, as stated on the club's **Medical Form**.
- Information held by LangtonOut! regarding my child will be treated as confidential. However, in certain circumstances, for example if there are child protection concerns, I understand that the club has a legal duty to pass certain information on to other agencies, including Police, Social Care and healthcare professionals.

- I understand that aggressive and abusive behaviour towards staff will not be tolerated.

I have read and **understood** the above terms and conditions and I agree to abide by them.