



## Haslington Care Club Terms & Conditions

Haslington Care Club operates Monday to Friday during term time and is available to all children aged 3 and above, from Nursery through to Year 6. The club is located by following the path to the side of the school where you find the dedicated building. We offer a variety of physical, academic, and recreational activities for the children to enjoy. For children attending the morning sessions, a healthy breakfast is available before 8:30am, and a snack is provided during afternoon sessions.

### Opening Times:

- **Morning Sessions:** 7:30am to 9:00am
- **Afternoon Sessions:** 3:15pm to 6:00pm

### Club fees:

- **Morning Sessions:** £5
- **Afternoon Sessions:** £10

### Bookings and Payment:

All bookings must be managed by parents, carers, or guardians via our management system, Arbor. You may book sessions in advance for the entire academic year. Payment for each month's sessions must be made in advance by the 1st of the month. Failure to make payment by the due date may result in the cancellation of your booked sessions. Invoices are not automatically generated due to our flexible booking system. However, a monthly invoice can be provided upon request each month. Payments can be made via card through the Arbor App, or using Tax-Free Childcare and childcare vouchers.

### Cancellations and Refunds:

- Cancellations made with more than 48 hours notice will qualify for a full refund, credited to your Care Club balance on Arbor.

No refunds will be given for cancellations made with less than 48 hours notice. Refunds will be processed within five working days. To cancel a session, please email: [admin@haslington.cheshire.sch.uk](mailto:admin@haslington.cheshire.sch.uk). We reserve the right to cancel sessions or place a hold on your account if the 48-hour cancellation policy is repeatedly misused.

### Late Pick-ups:

Children must be collected by 6:00pm. If a child is not collected by 6:10pm, a late collection fee of £10 will be automatically charged to your Care Club balance.

### Parking:

Parking in the school car park is strictly prohibited for Care Club drop-offs and pick-ups unless you hold a valid Blue Disabled Badge. Failure to comply with this rule may result in the cancellation of your child's Care Club sessions.

### Drop-offs and Pick-ups:

Parents, carers, or guardians are responsible for ensuring that children arrive safely at Care club. Children attending the Care Club must be accompanied by an adult until the club doors open and must not be left unattended outside the gates. Children must be collected by an adult who is 18 years or older. If an alternative adult is collecting your child, please notify the school in advance.

**By signing below, you agree to the terms and conditions outlined above for Haslington Care Club. Children will not be permitted to attend without a signed and dated copy of this agreement.**

Child/Children's Names:

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Parent/Carer/Guardian's Name:

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