



## Registration form for Summer Club (31st July – 11th August 2017)

### Terms & Conditions

- The Bidborough Village School Nursey (BVNS) agrees to provide a summer club with attractive programmes and diverse activities to your children in return for the payment of the daily fees.
- Registration forms must be completed in full before a child can be allocated a place
- By booking and paying the deposit you agree to be bound by our terms and Conditions.
- If the summer club has reached its capacity, your child will be placed on a waiting list and notified when a place becomes available.
- Payment Includes: accommodation, snack, drink, supervision, instruction, entertainment and activities
- All cheques must be payable to “**Spiggly limited**”, If your cheque is not cleared by the bank, you will become liable for an additional administration payment to Spiggly limited of £30
- It is the responsibility of Parents/Carers to ensure that all information provided in their child's registration form is accurate and kept up – to – date. Any change of information (eg. new phone number, moved house) must be provided in writing
- Any medical or behavioural problems of your child known to you must be notified to BVNS in writing on the child Information Form, and in any event prior to the commencement of the summer club. BVNS reserve the right not to accept your booking on the grounds that any such medical or behavioural problems are not conducive to the other children
- On acceptance of your booking, BVNS will issue an invoice or confirmation letter for the balance of the fees
- You shall fully complete the registration form and return it to BVNS with all necessary and other information required by BVNS (like health and allergy information)
- The Deposit, £5 for each booked day, must be remitted together with the Registration Form. The deposit is NOT refundable unless your booking is not accepted by BVNS. No booking is valid until payment has been received, whether cash, bank transfer or cheque.
- Please note your child place is only confirmed once your non-refundable deposit payment has cleared
- The **Full Fee Date** for the balance of summer club fees is **June 25th July**, unless there has been a special arrangement. If BVNS does not receive the balance by the Full Fee Date, it will have the right to terminate this agreement on written notification to you. In the event of such termination the Deposit will not be refunded.
- We may have to cancel a day due to unforeseen circumstances. In this case, we will return any payments received in advance for the day. We will not refund any other costs you may incur as a result of this cancellation.
- If you wish to cancel the booking for summer club for any reason, you must do so in writing to BVNS. Cancellation may be done via email. Please email [bvns@gmx.co.uk](mailto:bvns@gmx.co.uk)
- BVNS reserves the right to apply the following cancellation charges (in addition to retention of the Deposit)
  - Before 17th July 2017, 0% cancellation charge
  - After 24th July 2017, 50% cancellation charge
  - Cancellation for medical reasons (with appropriate doctors certificate) 0% cancellation charge

- BVNS shall not be liable to you or be deemed to be in breach of the contract by reason of any delay in performing, or any failure to perform, any of BVNS obligations in relation to the Services, if the delay or failure was due to any cause beyond BVNS reasonable control.
- Except in respect of death or personal injury caused by BVNS negligence, BVNS shall not be liable to you or your child by reason of any representation (unless fraudulent) or any implied warranty, conditions or other term or any duty at common law or under the express terms of this Agreement for any loss of profit or any indirect, special or consequential loss, damage, costs, expenses or other claims (whether caused by or negligent or the negligence of our servants, or agents or otherwise) which arise out of or in connection with the provision of the Services or their use by you or the Camper, and our entire liability under or in connection with this Agreement shall not exceed the amount of our Fees for the provision of the Services.
- BVNS reserves the right to withdraw the child from any activity at any time on the grounds of safety or unsuitability.
- **We will only release the child to the authorized adult listed on the personal information form**
- If a child is collected late on two occasions, the child may be excluded from the club and no refund will be given.
- In the case of an unforeseen emergency that may mean you will be late picking up your child, please contact BVNS on 07517145731. Please ensure that you speak to Manager, Mrs. Fairhurst
- Please note: If a child is not collected from school beyond 4pm, and no contact has been made with the school or club provider, the BVNS is required to contact the Tunbridge wells social services department
- BVNS will contact Local Safeguarding Children's board if we suspect abuse or in an event of a disclosure

**By signing below, you are agreeing that you have read and understood all of the Terms and Conditions, including the Late Collection Policy**

Name .....

Name of Parent/Carer .....

Signature .....