



Midfield Primary School

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Rise'n' Shine TERMS & CONDITIONS Summer Term 2019

Please complete a separate Registration Application Form for both Rise n Shine and Midfield Den. Forms are available from the school website www.midfield.bromley.sch.uk The clubs will run concurrently with published term dates (excluding INSET and Bank Holiday days), which can also be found on our website. The clubs are run for the exclusive use of Midfield Primary School children.

PROVISION

Employees of Midfield Primary School will staff Rise n Shine unless there is a staffing shortfall when we may use supply staff. The children will be provided with a range of activities to engage them. Children must be at Rise n Shine before 8am to receive the snack.

FEES: Breakfast Club: 7.30 am £5.50 or from 8.00 am £5.00 per session per child
Fees are payable in advance either weekly or half termly. **Please make payments by Parent Pay.**

****If you are in arrears by one week, this WILL result in your child's place being suspended until all outstanding monies have been paid in full *****

AD HOC:

We are no longer able to accept any pupils who turn up on the day and now require pre-booking (subject to availability) and payment IN ADVANCE of £5.50 per pupil and per session. Failure to make prompt and full payment WILL result in your child's place not being secured.

CANCELLATION /CHANGE OF CONTRACT/CHANGE OF DAYS:

Cancellation of a place or change of days request must be done in writing or via email and giving at least one month's notice. No verbal cancellation or changes will be accepted. Failure to do so will result in you being charged.

MEDICAL INFORMATION AND CONTACT DETAILS:

The clubs will use the medical and contact details held in the school. Please inform us know of any changes to this information.

DROP OFF:

Breakfast Club: 7.30 – 8.40 am – Please ensure that your child is at Rise n Shine prior to 8am in order for them to receive a snack.

ABSENCE:

If your child is absent from school we will ensure they are marked absent from the clubs too. Please inform us if your child is in school but you do not need to make use of our provision in order to maintain our attendance records and staffing levels. Please note that normal session charges will still apply.

BEHAVIOUR

Rise n Shine expect the same behaviour from children as we do during the normal school day. We would also like to remind you that if a child does not follow the high expectations of behaviour, they will be asked to leave the club either temporarily or permanently. We will inform you if this occurs.

GROUNDS FOR EXCLUSION

Persistent poor behaviour on the part of the child (which includes, but is not limited to, bullying, verbal abuse, physical violence, fighting, racial incidents, defiance, rudeness to

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others, dishonesty, disobedience and deliberate damage to property), or non-persistent incidents of particularly serious behaviour (for example which endangers children or staff) will be recorded as poor behaviour in the incident book. Three recorded incidents may result in a temporary or permanent exclusion at the discretion of the Head of School/Deputy Head of School.

COMPLAINTS POLICY

If you have any suggestions regarding Rise n Shine provision, please let us know. In the unlikely event you need to complain about our service, please ask for our formal complaints procedure.

INDEMNITIES, WARRANTIES AND LIABILITIES

The Rise n Shine runs under the same indemnities, warranties and insurances as the school.

RESERVATION OF RIGHTS

Rise n Shine reserves the right to exclude a child or family from attending the club or to refuse to accept a registration. Rise n Shine reserves the right to close the club on the grounds of staff shortage, unavailability of facilities, or any other reason which in its reasonable opinion necessitates closure. Reasonable notice will be given where possible. Rise n Shine reserves the right to change these terms and conditions at any time and will give written notice of such changes to parents / carers.

LEGAL: WAIVERS, EXCLUSIONS, JURISDICTION

No failure or delay by the Rise n Shine in exercising any of its rights or remedies shall prejudice or affect its ability to do so unless it has provided a specific waiver or release in writing. These terms and conditions are governed by English law and subject to the jurisdiction of the courts in England and Wales. The Breakfast Club shall not be liable for any direct or indirect loss suffered by parents/carers as a result of club closures under the terms of the agreement, including but not limited to loss of profits, increased costs or expenses or wasted expenditure. The Rise n Shine accepts no liability for the administration of medicine in accordance with parents/carers written instructions. Medicines will not be administered in the absence of written instructions. The Rise n Shine accepts no liability for loss or damage (including consequential loss) to property brought to club premises caused by the actions of children or third parties or for accidental damage caused by club staff. The Rise n shine accepts no responsibility for injury caused from pre-existing medical conditions which are not notified to the club.

Mrs J Barton

Head of School, Midfield Primary School, part of The Spring Partnership

Child/Children's Name (Print Name)

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Parent/Carer (Print names)

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Signed: Date: