



# Acres of Fun Ltd

## Day Nursery, Pre-School and Holiday Club

Priors Court Road, Hermitage, Berkshire RG18 9SQ

01635 203300 | [holidayclub@acresoffun.co.uk](mailto:holidayclub@acresoffun.co.uk) | [www.acresoffun.co.uk](http://www.acresoffun.co.uk)

### Holiday Club Booking Form

Child's full name: ..... Date of birth: .....

Child's main address: .....

Who child lives with at this address (e.g. both parents, mum, dad, grandparents etc): .....

*(The below section on this page can be ignored if you have previously completed it for a Holiday Club in 2023 and nothing has since changed, but you must please complete and sign page 2).*

Parent 1: Title: ..... Full name: ..... Parental responsibility? Y / N

Address if different from above: .....

..... Email: .....

Mobile number: ..... Home telephone: .....

Work telephone: ..... Company name/workplace: .....

Parent 2: Title: ..... Full name: ..... Parental responsibility? Y / N

Address, if different from above: .....

..... Email: .....

Mobile number: ..... Home telephone: .....

Work telephone: ..... Company name/workplace: .....

Doctor's name and telephone number: .....

School's name and telephone number: .....

Alternative person to contact in case of emergency (someone other than the child's parents):

Name: ..... Relationship to child: .....

Address: .....

..... Home Telephone: .....

Mobile Number: ..... Work Telephone: .....

I hereby give consent for Holiday Club to: *(please tick as appropriate)*

- |  |   |
|--|---|
| <input type="checkbox"/> Apply emergency first aid   | <input type="checkbox"/> Take photographs and videos, which may be used for in-house purposes and or sharing with other parents |
| <input type="checkbox"/> Administer Calpol (if parental consent cannot be obtained by telephone)   | <input type="checkbox"/> Take photographs and videos, which may be used for Nursery/Holiday Club promotional work               |
| <input type="checkbox"/> Administer Antihistamine (liquid or cream)  | <input type="checkbox"/> Go for walks out of the setting grounds, for instance, to the Garden Centre or woods                   |
| <input type="checkbox"/> Apply plasters  |   |
| <input type="checkbox"/> Apply sun cream. <b>If you bring your own, please ensure it does NOT contain almond oil (or Prunus Amygdalus Dulcis oil).</b> |   |
| <input type="checkbox"/> Apply face paints   |   |
| <input type="checkbox"/> Allow handling of the setting pets  |   |

Please provide us with a password of your choice in case you wish for your child to be collected from Acres of Fun by someone other than yourselves. You must give this password to the person who will be collecting your child, as we will ask them to state this on arrival. Please also provide us with their name. We will not release a child to anyone other than the known parent(s)/carer(s) unless this procedure is followed. Please state your family's chosen password.

**Your password of choice (maximum 20 characters): .....**

Please pay by bank transfer or via government recognised childcare schemes.

**Our bank details are as follows;**

**Account name: Acres of Fun Ltd Account number: 60716545**  
**Sort code: 20-59-14 Reference: Please use your child's name**

**"Exceptional Childcare in Exceptional Surroundings"**

**Please tick your requested booking dates** £55 per day. Payment details are on the bottom of page 1.

<b>October Half Term 2023</b>	✓
Mon 23 <sup>rd</sup> October	
Tues 24 <sup>th</sup> October	
Wed 25 <sup>th</sup> October	
Thurs 26 <sup>th</sup> October	
Fri 27 <sup>th</sup> October	

Details of any known allergies: .....

Details of any dietary requirements e.g. vegetarian: .....

Details of any medication: .....

Details of any medical conditions, disabilities or special educational needs: .....

Details of any additional support provided at school, or any EHC plan (please email a copy): *Please refer to clause 6 and 7 within our T&Cs* .....

**Terms and Conditions**

These Terms and Conditions form the Contract between you, 'the Client,' and Acres of Fun Ltd, 'the Nursery' and or 'the Holiday Club'. Nothing within these Terms and Conditions affects your statutory rights.

1. Children attending Holiday Club must have started at primary school.
2. Fees are charged in advance, payable by bank transfer or government recognised childcare schemes at the time of making the booking. Payment must have cleared in order to secure the place(s). Fees are non-refundable and non-transferable at all times.
3. A booking is confirmed in writing when we receive full payment and the completed, signed Booking Form.
4. Fees include all meals and snacks. No food whatsoever is to be brought onto the premises due to the risk of allergies.
5. Parents/carers must notify Acres of Fun if their child is absent for any reason. Staff must be informed by parents/carers as to who will be collecting their child.
6. Acres of Fun follows a zero tolerance policy on bullying, discrimination, rudeness, bad language and poor behaviour of any kind, irrespective of any special needs, and the few rules of Holiday Club must be respected at all times. If a child does not adhere to the requirements within this clause, they will be asked to leave and fees will not be refunded.
7. Acres of Fun recognises that the needs of individual children vary, and we will endeavour to accommodate children with specific needs and/or medical conditions. It is our policy not to exclude any child due to specific needs and/or medical conditions wherever possible. It is the responsibility of the parent/carer to inform us of any medical conditions and special educational needs or disabilities prior to booking so we can discuss how best to accommodate the child, and consider whether any reasonable adjustments can be made to ensure they are able to fully participate and enjoy the activities within the staffing ratios provided for their age group. The needs of each child vary so decisions are made on a case-by-case basis and depend upon the level of support each individual child may require. We are not able to provide additional staff to support a child above our standard ratio of 1:15 (as per Reception classes in school) irrespective of any specific needs or medical conditions. Where we feel that a child is not coping within these ratios, we reserve the right to ask the parent/carer to come and collect their child. No refund will be available. Where a child does require one-to-one support, we permit parents/carers to attend to support their child, providing our safer recruitment standards are met. Acres of Fun does not provide one-to-one support at Holiday Club.
8. We reserve the right to exclude a child at any time prior to or during a session due to illness. The parent/carer will be expected to come and collect their child. If a child is suffering from an infectious disease, they should not be brought to Acres of Fun until the infection has cleared. Refer to the Sickness and Illness policy for exclusion periods.
  - If a child has diarrhoea or sickness, they must be clear of all symptoms for 48 hours before returning to Acres of Fun, as stipulated by the Environmental Health.
  - If a child has 'sticky' eyes or discharge from their ears they cannot return to Acres of Fun until the discharge has ceased.
  - If a child has a temperature, they cannot return to Acres of Fun until their temperature remains normal for a minimum of 24 hours without the administration of any temperature lowering medication, and they must be able to cope with a whole day at Holiday Club. When applicable, this policy is overridden by the COVID-19 policy.
9. Acres of Fun will do all that is reasonable to safeguard and promote a child's welfare and to provide a high standard of care. Acres of Fun has an obligation to report any suspicions that a child is suffering or has suffered abuse, and where necessary we may do so without parents/carers consent and or without informing parents/carers.
10. Parents/carers must provide information that Acres of Fun may reasonably require about their child including but not limited to any known medical condition, disability, special educational needs, allergy or dietary requirement; any prescribed medication; any family circumstances or court orders affecting the child; any concerns about the child's safety; parent/carer contact details, and those of authorised persons who may collect the child. Parents/carers must ensure that these details are accurate and kept up to date, by promptly informing Acres of Fun in writing of any changes. If the performance or actions of Acres of Fun is prevented or delayed by anything parents/carers do (or fail to do), Acres of Fun shall not be liable.
11. Children at Acres of Fun spend a lot of time exploring and playing in the grounds, and learning to manage risk which is something that Ofsted encourage. To the extent permitted by law, Acres of Fun Ltd will not take responsibility in the event of loss, accident, personal injury or death to any person or loss or damage to property. This does not apply to liability for death or personal injury caused by negligence. Acres of Fun is a 'nut free Nursery' meaning no nuts are permitted on the premises for allergy reasons, but please be aware that there are mature beech, hazel and walnut trees within the grounds, the product(s) of which Acres of Fun cannot take responsibility for and which we wish to draw to parents/carers' attention. Details of current Employer's Liability and Public Liability Insurance policies are displayed at the Nursery.
12. Children are the responsibility of their parents/carers when in the car park and while parent/carers are on the setting premises unless the child is under the direct supervision of a member of staff. Please ensure that your child is supervised at all times in the car park and please drive slowly. Users of the car park do so at their own risk. Acres of Fun will not accept liability for any accidents, injury, damage or loss incurred while using the car park.
13. Parents/carers agree that personal data will be processed by and on behalf of Acres of Fun in connection with the service provided. All personal information given to Acres of Fun will be dealt with and retained in line with GDPR regulations as per the setting Policies and Procedures.
14. This Booking Form together with the Policies and Procedures, Holiday Club Rules and Holiday Club Information constitute the entire agreement between the parties and replaces any previous agreements or arrangements. Each party acknowledges that it has not relied on anything said or written that is not written in the Contract. By signing below, you are agreeing with these Terms and Conditions and the other aforementioned documents which form the Contract.

Parent/Carer 1 - Signed: .....

Parent/Carer 2 - Signed: .....

Print name: .....

Print name: .....

Date: .....

Date: .....