



Hermitage

## Wrap Around Care at Hermitage Terms & Conditions

1. Bookings and payments must be made in advance using SchoolMoney.
2. For parents wishing to pay using childcare vouchers, they must contact the school office to advise in advance and the bookings will be made for you. Please refer to General Information Sheet for more information.
3. Bookings for Breakfast Care and After School Care must be made by midnight before the day required. If you require an emergency booking on the day you must call the school directly.
4. If you have booked After School Care up to 4:30pm and do not collect your child on time, you will be charged an additional £5 which equates to the fee for the whole session. If you do not collect by 6.00pm, you will be charged a late fee of £10.00 for every whole or part 10 minutes that you are late and the Headteacher will be informed. Please note that non-bookings will be charged at a flat fee of £20.
5. If you wish to cancel a session you must call the school office at least 48 hours prior to the session for which you have booked. No refunds will be made for absences including sickness.
6. If your child repeatedly behaves in an unacceptable manner, and through support offered by the school there is no visible change in their behaviour choices, we reserve the right to permanently exclude them from attending the care provision.
7. We have an obligation to report any safeguarding concerns where we consider a child may be at risk. We may do so without your consent and/or without informing you.
8. If the school has to close or we take the decision to close due to events or circumstances that are outside our control, we shall be under no obligation to provide alternative care.

