

Terms & Conditions

Registration

- All parents / carers must complete our Registration Form before a child can be accepted at the club.
- **Tetita Childcare Limited** must be notified of any changes in Registration details, as soon as possible, in writing by the parent / carer.

Booking Sessions

- A registration fee of £15 is required if you this is your 1st time of registering or booking your child in
- All sessions requested by parents / carers are subject to availability.
- All sessions booked must be paid for in advance.
- Once a session is booked, if no longer needed, it still has to be paid for.
- No parent / carer should consider a booking as being accepted until payment has been received by the Club.
- Bookings may be made up to 7pm a day before any session. Any booking after this will be termed 'emergency booking' and will incur an extra charge of £2.
- **Tetita Childcare Limited** will credit parent account, if the club is forced to close. Credited accounts can be used for next payment.

Responsibility for attendance

- It is the parent / carer's responsibility to ensure that their child / children arrive, on time, to any Breakfast or Holiday Club, and are signed in accordingly.
- It is the parent / carer's responsibility to ensure that their child / children are aware that they will be attending any After-School Club.
- It is the parent / carer's responsibility to notify the school if there are late changes made to their child / children's club attendance on that day.

Penalties for Late Collection

- There is a charge of £10 for every 15 minutes for late collection, which will be added to the next invoice
- It is the responsibility of all parents / carers collecting children to do so promptly at the end of the session. Failure to do so will expose the parent / carer to the payment of a

financial penalty and will constitute a breach of the terms and conditions, entitling Tetita Childcare Limited to exclude the child from subsequent sessions.

Responsibility for Payment

- The responsibility for payment of all fees, charges and penalties lies at all times with the person who has made the booking.
- Failure by **Tetita Childcare Limited** to make a written or verbal request for payment of fees does not constitute an excuse or reason for late, or non-payment under any circumstances.
- Failure to settle all fees and/or penalties when due may result in the clubs taking action (including legal action) to recover any outstanding sums.

Refunds/Cancellations

- Once you have booked, there will be no refund or swapping for another session even if your child is unwell. Any changes will be at the manager's discretion.

Childcare Vouchers

- We accept Childcare vouchers from a lot of providers, please contact us at the club email address if you have any questions about this.

Grounds for Exclusion

- Children will only be suspended or excluded as a last resort, when there is no alternative action that could be taken, or when it is felt that other children and/or staff are potentially at risk. Wherever possible, the setting will give parents/carers time to make alternative arrangements for childcare during a period of suspension.

Legal: Waivers, Exclusions and Jurisdiction

- These terms and conditions are governed by English law and subject to the jurisdiction of the courts of England and Wales.
- **Tetita Childcare Limited** 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.