



Little Rascals Out Of School  
58 Hazel Tree Road  
North Watford  
Hertfordshire  
WD24 6RQ



(01923) 818845



07763 214360

(3:00pm - 6:00pm school days only)

## TERMS OF MEMBERSHIP AND APPLICATION FOR MEMBERSHIP

The following terms have been listed in the interests of your child and we would appreciate your reading them carefully before signing to confirm your agreement to and understanding of the terms of membership.

To book or cancel a place for your child please contact the Club Manager in person. ***Do not leave messages with children or other members of staff.*** If you are unexpectedly available to collect your child from school on a day where he/she is booked to attend Little Rascals Out Of School, it is imperative that you inform the Club Manager as soon as possible on 07763-214360 or 01923 818845. Alternatively the Deputy Manager: Mrs Margaret Mackie on 01923 231320.

All bookings must be made with at least 48 hours notice. In the event that you do not require our service temporarily (i.e. holidays, hospital stays during term-time) your place will be retained at a charge of fifty percent of the usual fee, provided that a minimum of two weeks notice is given in writing.

Fees must be paid each half-term, IN ADVANCE. Fees can be paid by cash, cheque or vouchers for a surcharge of £5.00. Fees settled by Internet or Telephone Banking incur no surcharge. Fees are not charged if the relevant school is not open for inset or occasional days and Bank Holidays. However, should your school close due to an emergency such as a snow day, refunds cannot be given. Little Rascals Out Of School will remain open on emergency school closure days for our normal opening hours.

Your child will not be allowed to go home from After School sessions under any circumstances without a parent or a person appointed by a parent. You must inform the Club of any persons NOT allowed to collect your child. Your child MUST be collected by 6:00 p.m. If you are late for any reason, a fine of £11.00 will be charged for each fifteen minutes or part thereof. For Breakfast sessions the Walking Bus groups will leave the hall at 8:30am sharp. There will be no refunds for anyone who misses their 'Walking Bus'. Parents must ensure that their children understand the need to remain in the playground once they have been delivered by the Walking Bus. Due to the layout of some playgrounds the Little Rascals Out Of School staff will be unable to see all Club children all of the time. However, the Club staff will remain on site until morning bell has sounded.

One week's notice on either side must be given to terminate membership, or where the extended absence of a member is foreseeable. Management reserve the right to amend the terms of membership but must give all members at least one week's notice in writing of any changes.

