



Welldon Kids Club

## Important Holiday Club Information

- All sessions must be pre-booked. This is to ensure that the correct amount of staff and resources are arranged.
- All payments are received on your child/children's first day of attendance at the club for the week ahead. Please see our fee agreement for more information. Late payment occurs a £25.00 charge.
- Please ensure you have signed the fee agreement policy given to you when booking your child's attendance.
- You have until the Friday before your child's first day of attendance to cancel any sessions booked. ANY sessions cancelled after this time will still be charged. Please see our fee agreement policy. Any cancelled sessions that are unpaid, occur a £25.00 charge.
- All children must be provided with a packed lunch.
- To ensure good use of our outdoor area please ensure your child/children are provided with appropriate wear for the weather.
- Late collection of children occurs a fine of £5.00 per 15 minutes. If arriving at any time after 6:00pm, you will be charged for a full 15 minutes – example if you arrive at 6:05pm, you will be charged from 6:00pm to 6:15pm. If you arrive at 6:20pm you will be charged from 6:00pm to 6:30pm.
- Please ensure that on days of trips your child/children arrive at the club on time. Late arrival could result in us leaving the club without your child/children. If this should happen a refund will not be given on the trip or your child/children's day of attendance.
- Any personal belongings brought to the club by your child/children are done so at their own risk. Welldon Kids Club takes no responsibility for damage to any toys or electrical equipment brought to the club.
- We have now implemented a strict electrical device rule. Children who have mobile phones will only be able to use them at the club to contact parents/carers. All phones will be securely placed in the phone box and accessed with the supervision of a staff member. All other electrical devices will be used in one set location. Under no circumstances are children to take photos or video recording of other children at the club. If this is found to be happening your child/children will no longer be able to bring electricals to the club. We would appreciate your support with ensuring your child/children are aware of the rules around electrical devices.
- Breakfast is served until 8:45am, if your child/children will be arriving after this time, please ensure they have eaten before dropping them to the club.