****Childcare Contract

Name of child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bradford Pre-school - Opening Days Tuesday / Wednesday / Thursday Times 9am-3.30pm

Bridgerule Early Years - Opening Days Monday / Wednesday / Friday Times 9am-3pm

Please indicate start and finish times. We can charge for each ½ hour.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Session times | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| Start time  |  |  |  |  |  |
| Finish time  |  |  |  |  |  |
| Amount of hours |  |  |  |  |  |

|  |  |
| --- | --- |
| **Charges tariff from Autumn 2018 / Age of child**  | Rate per hour  |
| 2 years of age | £4.50 |
| 2gether Funding available from the term after the child turns 2 years of age for up to 15 hours per week for 38 weeks of the year (Certain criteria must be met). | Free |
| Term after 3rd Birthday (if not claiming EYEF) | £4.50 |
| Early Years Educational Funding available from the term after the child turns 3 years of age for up to 15 hours per week for 38 weeks of the year (or Additional Extended Entitlement – up to 30 hours – certain criteria must be met). | Free |
| I would like to take advantage of 5 sessions at the appropriate rate per hour, before fully committing, and understand after that time then the contract will come into force | YES / NO |

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (parents / carers name) would like to register my child for the above hours /

sessions at Bradford Preschool / Bridgerule Early Years (delete as appropriate) from \_\_\_\_\_\_\_\_\_\_\_\_\_ (start date),

for 38 weeks of each year.

I realise that once I have registered my child **I agree to;**

* Abide by the groups policies & procedures.
* Pay all fees by the end of the current term. Failure to do so will suspend any future fee paying sessions
* Pay for all registered sessions even if my child does not attend. (Unless in extreme circumstances and by the discretion of the Management Committee)
* Pick up my child prompt at the appropriate time. Consistent late collections may incur charges of £5.00 per 10 minutes at the discretion of the Management committee. If after 1 hour of trying all emergency contact numbers the child remains uncollected, social services will be contacted.
* Give 4 weeks’ notice in writing if I wish to terminate all childcare arrangements with the pre-school. (Unless going onto school at the standard intake time)
* Devon County Council allow a 4 week notice period to providers when a child leaves the setting. I am aware of the implications that my child’s funding may remain with their current provider for 4 weeks, from the last date of attendance; and they may not be able to claim funding at their new provider until after the notice period.
* I am aware that I should inform the new provider, if my child has been attending elsewhere and if I have given notice. I am aware that the preschool may contact the previous provider to check the leaving date of my child and whether a notice period does apply. I am aware that I may be charged for any hours attended until the funding can commence.

The Preschool **will:**

* Give me 4 weeks’ notice should they wish to terminate or alter this contract.
* Invoice me for my child’s registered sessions at the beginning of each term.
* Arrange a payment plan that suits me, but clears the outstanding fees within the same billing term.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Parent / Carer) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 On behalf of Bradford Pre-school & Bridgerule Early Years Updated November-18