DAISYCHAIN PRESCHOOL
Contract with Parents

Child's name……
Parent or carer's name……..

- I understand that all Daisychain Preschool Policies and Procedures are available to read on the premises and on the clubs website www.fkcdaisychain.co.uk and I have been advised to read them.
- I give consent for unnamed photographs of my child to be used in club scrapbooks by the children and viewed by prospective parents.
- I understand that Daisychain Preschool is a play setting and that whilst my child is there Daisychain Preschool is legally responsible for him/her.
- My child will be provided with a snack and drink whilst at the club unless otherwise requested.
- Once my child arrives at Daisychain Preschool he/she will be in the care of Daisychain Preschool until collected and signed out by an authorised person.
- I agree if I am claiming Government funding to comply with all the conditions requested and complete the relevant forms.
- I will pay my invoice promptly and understand there are no refunds for days booked that are not attended and I understand that I must give a terms notice to cancel my child's place or full fees will be payable
- It is my responsibility to keep the club manager informed of any alterations to the information regarding my child (eg contact details, medical conditions, etc).
- Daisychain Preschool closes at 3.30 p.m. If, due to unforeseen circumstances, I am going to be late, I will contact the preschool as soon as possible.
- If I do not collect my child by 3.30 p.m. I may be charged £10 per quarter of an hour to cover the costs of the staff who are legally required to supervise my child.
- If I do not collect my child by 4.00 p.m. and the preschool has been unable to reach me or any of my emergency contacts, I understand that Daisychain Preschool will follow its **Uncollected Children Policy** and contact Social Care.
- Whilst Daisychain Preschool tries to ensure the safety and security of items, I understand that it cannot be held responsible for loss or damage to my child's property whilst at the Club.
- If there are any accidents or incidents at Daisychain Preschool involving my child, I will be informed.
- If my child has an accident at the club, he/she will be treated by a qualified first aider and I will be informed as soon as possible. If my child needs urgent medical treatment and I am unavailable, a member of staff from Daisychain Preschool will sign any consent forms necessary for treatment on my behalf, as stated on the club's **Registration Form**.
- Information held by Daisychain Preschool information regarding my child will be treated as confidential. However, in certain circumstances, for example if there are child protection concerns, I understand that the club has a legal duty to pass certain information on to other agencies, including Police, Social Care and health care professionals.
- I understand that aggressive and abusive behaviour towards staff will not be tolerated.

Photo's

Please read and tick the following if you agree to the photos being taken and used, However if you would prefer photos of your child not to be used in any or all of the following please contact the manager or deputy manager and we will make the necessary arrangements :

- I give permission for photos to be taken of me child to use on Tapestry
- I give permission for my child to appear in group photos to be used on Tapestry
- I give permission for my child to appear in photos used on our Facebook page as long as their face if covered

As part of our child led learning children may be taken out of preschool to visit the local area during the preschool day. I understand that if I do not wish my child to leave the premises I must inform the preschool owners in writing.

I have read and **understood** the above terms and conditions and I agree to abide by them.

Signature: _____Date: _____