### **Terms & Conditions**

# Registration

- All parents / carers must complete our Registration Form before a child can be accepted at The Drop Off. Registration must be done directly on our website www.thedropoff.co.uk
- By registering, the parent / carer gives The Drop Off permission to take your child/children off site – this may be for the purpose of, but not limited to, a walking bus or organised trip.
- The Drop Off must be notified of any changes in Registration details, as soon as possible, in writing by the parent / carer.

### **Booking Sessions**

- All sessions requested by parents / carers are subject to availability.
- All sessions booked must be paid for in advance.
- No parent / carer should consider a booking as being accepted until payment has been received by the Club.
- Bookings may be made up to 12 hours before the start of any session. Children will not be able to be booked in after that time.
- The Drop Off will credit all fees charged if the club is forced to close due to unforeseen circumstances.

## 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

• 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 The Drop Off to exclude the child from subsequent sessions.

### Responsibility for Payment

- The responsibility for payment of all fees, charges and penalties always lies with the person who has made the booking.
- Failure by The Drop Off 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 Drop Off taking action (including legal action) to recover any outstanding sums.

#### 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.
- The Drop Off 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.