



**St Anthony's Catholic Primary School**  
*An Academy within The Catholic Academy Trust in South Hampshire*  
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'Children in our heart, Christ at the centre'  
'We love, we learn and we live'



Headteacher: Mrs Katrina Straker BA English (Hons.), PGCE

## Laughalots Club for Extended School Wraparound Care Contract with Parents 2025-2026



Child's name \_\_\_\_\_

Parent or carer's name \_\_\_\_\_

### General

- I consent for my child to attend Laughalots. I understand that the club shares the same policies and procedures with the main school, which are available for reference on the website and that there are expectations and obligations relating both to the club and to myself and my child/children, and I agree to abide by them.

### Booking & payment

- I understand that Laughalots only operates during school term times, Monday to Friday (excluding Bank Holidays and inset days).
- I understand that Laughalots is a play setting and that whilst my child is there Laughalots is legally responsible for him/her.
- I will book my child into Laughalots on a half termly basis and I understand that sessions are subject to availability allocated on a first come, first served basis and requires the Laughalots Registration Form to be completed and signed.
- I agree to pay promptly upon invoicing for all booked sessions. Laughalots has the right to withdraw the provision of extended school wraparound care for my child where invoices remain unpaid.
- I will notify the School Office before the start of the Laughalots session if I am collecting my child from school on a day that he/she is booked to attend. There will be no reimbursement for sessions not attended (e.g. for illness, due to early collection or a family holiday).

### Provision of wraparound care

- My child will be provided with breakfast if he/she is attending Breakfast Club and a snack and drink if attending Afterschool Club unless otherwise requested. All food and drink provided is included within the fees charged.
- Once my child arrives at Laughalots, he/she will be in the care of Laughalots until collected.
- It is my responsibility to keep the Extended School Leader informed of any alterations to the information regarding my child (e.g. contact details, medical conditions, allergies, dietary requirements etc).
- I accept that my child may take part in messy activities while at Laughalots. I understand that I can provide my child with appropriate clothing to accommodate this if I wish.
- I understand that Laughalots do not accept children who are unwell and parents/carers are expected to inform Laughalots on the day (or sooner) if my child will not be attending. If my child becomes unwell during the session, Laughalots will contact the parent/carers at the earliest opportunity.

- Whilst Laughalots 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 Laughalots involving my child, I will be informed.
- If my child has an accident at Laughalots, 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 Laughalots will sign any consent forms necessary for treatment on my behalf.

#### Collection

- Laughalots closes at 6pm. If, due to unforeseen circumstances, I am going to be late to pick up my child, I will contact the Extended School Leader as soon as possible.
- If I do not collect my child by 6.00pm I agree to pay a charge of £13.00 to cover the costs of the staff who are legally required to supervise my child. Persistent lateness for collection will not be tolerated. Your child may lose their place at Laughalots if not collected by the agreed times.
- If I do not collect my child by 6.30pm and the Laughalots staff have been unable to reach me or any of my emergency contacts, I understand a member of the school's Senior Leadership Team will become involved and will begin procedures to safeguard my child that may include contacting Children's Services.
- I understand that aggressive and abusive behaviour towards staff will not be tolerated and Laughalots reserves the right to withdraw the provision of extended school wraparound care for my child as a consequence.

#### The right to withdraw my child's place

- I understand and agree that Laughalots reserves the right to withdraw an offer of a place in the following circumstances:
  - a) ***Persistent unacceptable behaviour resulting in distress or disruption to adults or children at the provision.*** For the purposes of this agreement, the term 'persistent' constitutes as three or more incidents of this nature. In consultation with Extended School Leader, the Headteacher will make a formal assessment of the matter to determine whether my child's place is withdrawn. Parents will be informed as soon as possible by phone and written outcome will be sent within 10 days of the assessment taking place. Refunds on future booked sessions will be provided, minus any payments made for sessions within seven days of the assessment taking place.
  - b) ***A one-off serious breach of the main school's behaviour policy.***
  - c) ***Aggressive and abusive behaviour towards staff***
  - d) ***Persistent late collection***
- I understand that where my child's place is withdrawn, refunds on future booked sessions will be provided, minus any payments made for sessions within seven days of the incident.

#### Closure on short notice

- I understand that if Laughalots has to close at short notice due to very exceptional circumstances (i.e. no heating, burst water pipes etc), a full refund will be given for the day(s) Laughalots is closed. I understand that Laughalots is unable to give refunds if the club is open and I make the decision not to send my child.
- In the rare situation of an emergency closure, the Laughalots staff will contact the parents, therefore please ensure that the contact numbers held by the school remain up to date. In adverse weather conditions please check on the school's website for opening information.

#### Changes to terms of business and prices

- I understand that Laughalots may vary the terms of this contract from time to time and at its discretion. I will be notified of any changes in writing.
- I understand that Laughalots reserves the right to vary its prices from time to time and at its discretion. Laughalots shall give no less than 14 days written notice of any changes in the prices & charges.

### Data Protection

In line with the St Anthony's Data Protection policy (available on the school's website), Laughalots will not normally share personal data with anyone else without consent but there are certain circumstances where we may be required to do so.

- I understand Laughalots may share personal data with emergency services and local authorities to help them respond to an emergency situation that affects my child.

### Declaration

I confirm that I have read and **understood** the above terms and conditions and I agree to abide by them. I confirm that the information provided in the accompanying Laughalots Registration Form is accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_.