OUT OF SCHOOL CLUB AGREEMENT

To accompany the Home School Agreement, this agreement helps us to manage the Out of School Club (OOSC) provision and work with you and your child in an open and cooperative manner. We ask you to read and sign the following agreement reflecting this partnership.

As a family we will ensure that:

- OOSC staff are aware of any concerns or problems that might affect my child's behaviour in OOSC.
- Children are in good health to attend the wrap-around care sessions.
- Any medication required during wrap-around care is provided with a signed consent form.
- Children are dropped off no earlier than 7.50am and collected no later than 5.30pm.
- Children are signed in and out of OOSC every day.
- If someone else is collecting my child, I/we will inform a member of staff.
- I/we will let OOSC know if we will be late to collect our child by calling 01900 829889 or getting a message to school by some other means.
- Fees are paid promptly.
- I/we support the school's policies and guidelines for behaviour. Persistent disruptive behaviour may result in a review of the child's place in the wrap-around care service. For the purposes of this agreement, the term 'persistent' constitutes as three or more incidents of this nature.
- I/we will notify the school of any changes to the child's attendance or emergency contact details.
- I/we agree to the full terms and conditions outlined in the Parent Information Pack.

It is the responsibility of Bridekirk Dovenby School staff to:

- Provide a safe and stimulating environment for children.
- Ensure staff are trained and qualified to care for children.
- Communicate any concerns regarding the child's well-being to parents/guardians.
- Communicate any safeguarding concerns to the DSL (Designated Safeguarding Lead) or Deputy DSL.
- Supervise children at all times during the wrap-around care hours.
- In the event of an emergency, parents/guardians will be contacted immediately.
- Reserve the right to terminate the agreement in cases of serious misconduct.

As a child in OOSC I will:

- Be well behaved and sensible.
- Be polite and helpful to others and listen to the instructions of the members of staff.
- Follow our Golden Rules: **We are gentle; We are kind and helpful; We listen; We are honest; We work hard; We look after our property.**
- Share and talk about any problems I have and ask for help when I need it.
- Take care of school equipment, our building and the school surroundings.

I have discussed the school's Out of School Club Agreement with my child and as a family, we will follow the rules.

Parent/Carer Name: ..... **Signature** .....

Child/Children's Name(s)..... **Date** .....