



AFTERSCHOOL FORM

Places are offered on a first come, first served basis on payment of a €100 non-refundable deposit

PLEASE PRINT CLEARLY

Personal details

Child's name: _____ D.O.B.: _____

Address: _____

Guardian 1: _____ Email: _____

Mobile: _____ Work Ph: _____

Guardian 2: _____ Email: _____

Mobile: _____ Work Ph: _____

Emergency Contact Name: _____ Mobile: _____

Allergies/Medical Conditions/Special needs: _____

People Authorised to Collect: 1. _____ Relationship to child: _____

2. _____ Relationship to child: _____, 3. _____

Relationship to child: _____.

School Name: _____ School Phone No: _____

Place at school to be collected: _____ Teacher: _____

Class: _____ Start date for Afterschool: _____

Please Indicate below the exact days and hours Afterschool care that you require each week (minimum of 2 days). **Please note that prices will be rounded up to the nearest hour in our care.**

Monday From: ____ : ____ p.m. to: ____ : ____ p.m.

Tuesday From: ____ : ____ p.m. to: ____ : ____ p.m.

Wednesday From: ____ : ____ p.m. to: ____ : ____ p.m.

Thursday From: ____ : ____ p.m. to: ____ : ____ p.m.

Friday From: ____ : ____ p.m. to: ____ : ____ p.m.

Breakfast and drop off (available for Johnstown Schools only): _____ Please state days.

Transport:

Ballybrack / Killiney Montessori & Afterschool use both walking collections and vehicle collections from schools. We ask parents' permission for both to ensure that children can be collected by car should the weather be unsuitable for children to walk in. It is our policy to ensure staff-child ratios are adhered to at all times for collections. Booster seats and appropriate car and road safety are of utmost importance to our staff at all times.

I, _____ (parent/guardian) of _____ (child's name) hereby grant permission to Ballybrack / Killiney Montessori & Afterschool to collect my child from school as stated above. Car Booster seats will be used for collections and outings. We use a professional coach company (Drivers have been Garda Vetted) for Johnstown Schools collections accompanied by staff members. We ask for your permission for your child to travel by car/coach.

Signed: _____ **Date:** _____

Terms and Conditions

- To guarantee a place a deposit of €100 is required. The deposit is deducted from the last month's fees before the child leaves our services and is non-refundable if the place is cancelled.
- One month's written notice is required to cancel a place or to alter days of attendance.
- Fees are due in the first week of each month by bank transfer and are due in advance.
- Fees are payable for 10 months of the year which covers the 38 weeks of the school term.
- Fees are due regardless of absence, holidays, parties, etc.
- Late collection: €5 will be due for each 15 minutes that your child is collected late. This will be paid directly to the staff.
- If your child does not need to be collected on any given day due to illness, etc it is your responsibility to inform us prior to the absence.
- Children are expected to show respect to the staff and other children and to adhere to the club's ground rules at all times. If there is continual bad behaviour the parent/carer will be informed and a behaviour contract put in place. If there is no improvement and the safety of other children at the club is compromised, the child will be excluded from the club. This is only in extreme circumstances and all efforts will be made to make the club a positive place for all children. Our responsibility is for the safety and welfare of all children in the club at all times.

I have read and agreed to the terms and conditions above.

Signed: _____ **Date:** _____

Deposit paid: () date: _____