

## Rainbow Academy Parent Information

### Terms and Conditions

Rainbow Academy understands that the cost of registered childcare may seem expensive to a parent/carer. After comparing similar provisions in the St Helens area, we know that Parish offers a very competitively priced service offering a high quality, safe and stimulating service for children aged 3-11. We support eligible parents/carers claiming and taking up the childcare element of the Working Tax Credit and the use of work-place vouchers.

- Bookings must be made by the Friday morning for the following week and must be paid for even if your child does not attend eg, illness, change of requirement unless 24 hour's notice has been given to the office staff.
- Payment of fees must be made in advance, no later than the Sunday evening commencing that weeks' care and should be made at least weekly; however, a full half-term can be paid for in advance. Payment must be made via 'School Money' in accordance of our Charging and Remissions Policy.
- Individual payment plan requests should be made to the Headteacher / Club Manager for consideration.
- If fees are paid consistently late, or not at all, with no explanation, Rainbow Academy will be forced to terminate the child's place. Under exceptional circumstances, it may be agreed that the child will be allowed to continue attending for the remainder of the week.
- The Manager has the right to issue a formal warning to the parent/carer by text and/or email to inform them that late payment may result in their child's place in Rainbow Academy being removed.

Breakfast Club £4.00 per session (£20.00 full week)

After School Club £7.00 per session (£35.00 full week)

Late collections (after 6pm) can incur a £15 charge

- Rainbow Academy will operate between the hours of 7:30am – 8:45am and 3:15pm – 6.00pm. **All children must vacate the premises by 6:00pm.**
- If the parent/carer agrees to abide by all the terms and conditions including the level of fees and arrangements for payment, they are required to complete and sign this document in all the relevant areas. You will then have an account set up on School Money.

- For fair and transparent process, places will be offered 'first come, first served' basis.
- If you have an emergency situation during club hours, please contact club staff on **01744 678433**. Please be aware this phone is not operational outside of club hours.

### **Advanced Booking and Attendance Patterns**

- All regular bookings must be made in advance on the school's payment and booking system – School Money. The number of places are limited and will be allocated on a first come, first served basis. Sessions will be made available during the last week of term for the following half term, the only exception is for September bookings, these will be available the week before. Parents will be notified by email and/or text when booking is live on School Money.
- **All bookings must be made at least 1 week in advance** and be completed by Friday morning for the following week. Any bookings after this time can be made if there is an available place; however, this must be done by contacting the school office on 01744 678430. Payment must then be made in advance of the session.

**Rainbow Academy Emergency Contact Number: 01744 678433**

**Rainbow Academy Emergency Email: [parish.wraparound@ldst.org.uk](mailto:parish.wraparound@ldst.org.uk)**

**Opening Times: 7:30am-8:30am and 3:30pm-6:00pm.**