

**BOOKING FORM AND NOTES**

**February 2012**

**Mon 13<sup>th</sup> to Fri 17<sup>th</sup> Feb**

OFFICE USE:

<input type="checkbox"/> REC	<input type="checkbox"/> BOK	<input type="checkbox"/> CON
<input type="checkbox"/> PAY	<input type="checkbox"/> REG	
V / Ca / Ch / B / SD / LP	1 / 2 / 3	

Name:		DOB:	
Registration Form complete and current:	<input type="checkbox"/>	Mon 13 <sup>th</sup> – Fri 17 <sup>th</sup> Feb	
Holiday Club Booking Form included:	<input type="checkbox"/>	M	Tu
CHILD ONE	Warhammer Club (8+) (am)	n/a	<input type="checkbox"/>
	Open Art Studio (8+) (full-day)	n/a	<input type="checkbox"/>
	Chess Workshop (8+) (full-day)	n/a	<input type="checkbox"/>
	Art MC PA Cartoons (9+) (full-day)	+£3	<input type="checkbox"/>
	Craft MC Fashion Access. (9+) (am)	+£2	<input type="checkbox"/>
	Craft MC Puppet Making (9+) (pm)	+£2	<input type="checkbox"/>
	Rugby MC (8+) (full-day) (no HC ava.)	n/a	<input type="checkbox"/>
	Lunch ( <i>Cut-off Fri 3rd Feb</i> )	+£3	<input type="checkbox"/>

Name:		DOB:	
Registration Form complete and current:	<input type="checkbox"/>	Mon 13 <sup>th</sup> – Fri 17 <sup>th</sup> Feb	
Holiday Club Booking Form included:	<input type="checkbox"/>	M	Tu
CHILD TWO	Warhammer Club (8+) (am)	n/a	<input type="checkbox"/>
	Open Art Studio (8+) (full-day)	n/a	<input type="checkbox"/>
	Chess Workshop (8+) (full-day)	n/a	<input type="checkbox"/>
	Art MC PA Cartoons (9+) (full-day)	+£3	<input type="checkbox"/>
	Craft MC Fashion Access. (9+) (am)	+£2	<input type="checkbox"/>
	Craft MC Puppet Making (9+) (pm)	+£2	<input type="checkbox"/>
	Rugby MC (8+) (full-day) (no HC ava.)	n/a	<input type="checkbox"/>
	Lunch	+£3	<input type="checkbox"/>

PAYMENT	
Workshop/s Booked: £30 per full-day and £15 per half-day, per child	
No. half-day:	
No. full-day:	£
Material Costs: For all workshops booked, per child	
	£
Lunch/es: £3.00 per child, only available when received by <i>Lunch Cut-off of Fri 3<sup>rd</sup> February</i>	
No.:	£
<b>TOTAL COST</b>	£
I agree to the acceptance of your standard terms and conditions as detailed on your website. ( <a href="http://www.clarescourt.com/holidayclub/termsandconditions.php">www.clarescourt.com/holidayclub/termsandconditions.php</a> ), and this is a request for my child/ren to participate as shown on the booking details. <input type="checkbox"/> Yes	
Payment Method: Cheque (payable to Claires Court Schools Ltd), Cash, Vouchers, BACS	
Signature:	
Name:	
Date:	
Tel No:	
Email address for confirmation:	
If not received by last 2 weeks of term please contact us.	

<b>Booking Form</b>	The requirements for your child's attendance at Claires Court Schools Community Activities should be listed on the Booking Form above for up to 2 siblings; It must be received electronically, by hand or post with completed payment/details at the following; Email: holidayclub@clairescourt.com, Address: Holiday Club, Claires Court Schools, The College, 1 College Avenue, Maidenhead SL6 6AW This form can be attached electronically to an email shall be deemed to include the parent/guardian acceptance of these and our online terms & conditions.
<b>Registration Form</b>	For the safety of your child, please ensure a Registration Form found at <a href="http://www.clarescourt.com/holidayclub">www.clarescourt.com/holidayclub</a> has been completed and returned to us prior to commencement of the activity. Updates or changes to your child's personal and your contact information can also be made on the Registration Form.
<b>Workshops</b>	Activities are charged at £15 for a half-day session and £30 for a full-day session, materials are charged extra as detailed above - Morning workshops run 9am to midday, Afternoon workshops run 1.30pm to 4.30pm, Full-day workshops run 9am to 4.30pm <b>Places are limited and will be allocated on a first come basis.</b>
<b>Lunch</b>	A hot lunch is available at a cost of £3.00. <b>This is available when booked before the Lunch Cut-off date</b> (see PAYMENT), if attending a full-day or two half-day workshops on the same day.
<b>Holiday Club</b>	Activities may be included as part of a Holiday Club <i>Standard Day</i> if a Holiday Club booking form is also completed. You will not be required to pay additional for the workshop but will be required to pay the material costs. By completing a Holiday Club booking, you will also be able to gain access to Extended Sessions and Lunch (if booked before the <i>Lunch Cut-off date</i> ) regardless of workshop length.
<b>Payment</b>	Payment can be made by the following; - Cheque (payable to Claires Court Schools Ltd., please put child/ren's name on reverse), Cash, BACS (please email if you require details) and Childcare Vouchers <b>NOTE:</b> Non-Clares Court Schools parents wanting to pay by childcare vouchers must provide full payment by cheque to secure booking. Please write DO NOT CASH on the reverse of the cheque. This will be destroyed on voucher payment. All forms of payment should be received on booking or immediately after, but prior to Holiday Club commencing.