



BOOKING FORM AND NOTES

February 2012 Mon 13th to Fri 17th Feb

OFFICE USE:

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

Name: _____			Sch Yr: _____		DOB: _____		
Registration Form complete and current: <input type="checkbox"/>			Mon 13 th – Fri 17 th Feb				
			M	Tu	W	Th	F
CHILD ONE	Drop-off time	08:00 (2 ExS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		08:30 (1 ExS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		09:00 (StD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Pick-up time	16:30 (StD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		17:00 (1 ExS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		17:30 (2 ExS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			18:00 (3 ExS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lunch +£3 (Cut-off Fri 3rd Feb)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name: _____			Sch Yr: _____		DOB: _____		
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			M	Tu	W	Th	F
CHILD TWO	Drop-off time	08:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		08:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		09:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Pick-up time	16:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		17:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		17:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			18:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lunch +£3			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name: _____			Sch Yr: _____		DOB: _____		
Registration Form complete and current: <input type="checkbox"/>			Mon 13 th – Fri 17 th Feb				
			M	Tu	W	Th	F
CHILD THREE	Drop-off time	08:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		08:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		09:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Pick-up time	16:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		17:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		17:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			18:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lunch +£3			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PAYMENT	
Holiday Club day/s: £30 a <i>Standard Day (StD)</i> per day, per child when received by <i>Discount Cut-off of Fri 3rd February</i> , £40 thereafter	
No.:	£
Extended Session/s: <i>Drop-off and Pick-up (ExS)</i> booked additionally at £1.50 per session/family when same day/s booked	
No.:	£
Lunch/es: £3.00 per child, only available when received by <i>Lunch Cut-off of Fri 3rd February</i>	
No.:	£
TOTAL COST	£
I agree to the acceptance of your standard terms and conditions as detailed on your website. (www.clairescourt.com/holidayclub/termsandconditions.php), 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 Claire's 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.	

Booking Form	The requirements for your child's attendance at Claire's Court Schools Holiday Club should be listed on the Booking Form above for up to 3 siblings; It must be received electronically, by hand or post with completed payment/details at the following; - Email: holidayclub@clairescourt.com, Address: Holiday Club, Claire's Court Schools, The College, 1 College Avenue, Maidenhead SL6 6AW This form attached electronically to an e-mail shall be deemed to include the parent/guardian's signed acceptance of these and our online terms & conditions. Any questions please call 01628 687440 or visit www.clairescourt.com/holidayclub .
Registration Form	For the safety of your child, please ensure a Registration Form found at www.clairescourt.com/holidayclub 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.
Holiday Club Groups	Children are automatically split into appropriate groups, please see website for details. This allows us to offer activities suitable to their developmental stage. NOTE: Due to a requirement to maintain regulatory staff to child ratios, and age bands in a school year, grouping on occasion can be subject to slight change.
Standard Day	A <i>Standard Day (StD)</i> booked is 9.00am to 4.30pm and is charged at £30.00 per child, per day when booked at least 1 week in advance of the first day of holiday club. A late booking payment of £10.00 per child, per day is due if the booking is received less than 1 week prior to the first day of holiday club – see PAYMENT for Discount Cut-off date. To ensure your child can enjoy the full day of various activities that are provided it is not recommended to <i>Drop-off</i> later or <i>Pick-up</i> earlier than these times, but please call or notify us via email if this is required so we can plan accordingly.
Extended Sessions	Extended <i>Drop-off</i> and <i>Pick-up</i> Sessions (ExS) are available in addition to the <i>Standard Day</i> at a charge of £1.50 per half-hour session. The charge is per family, not per child. This is only applicable when the same days and sessions are booked for the sibling/s. - Extended <i>Drop-off</i> is available at 8.30am (+£1.50) and 8.00am (+£3.00), Extended <i>Pick-up</i> is available at 5.00pm (+£1.50), 5.30pm (+£3.00) and 6.00pm (+£4.50) (last <i>Pick-up</i> 5.30pm on a Friday). Holiday Club closes at 6.00pm Monday to Thursday and 5.30pm on Friday. Prompt <i>Pick-up</i> at your booked time is requested.
Lunch	A hot lunch is available at a cost of £3.00. This is available when booked before the Lunch Cut-off date – see PAYMENT for date.
Payment	Payment can be made by the following; - Cheque (payable to Claire's Court Schools Ltd., please put child/ren's name on reverse), Cash, BACS (please email if you require details) and Childcare Vouchers NOTE: Non-Claire's 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.