

# Terms & Conditions

## Registration

- All parents / carers must complete our Registration Form before a child can be accepted at Raising Little Ones. Registration must be done directly on our website <https://raising-little-ones.childcare-online-booking.co.uk/>
- Raising Little Ones must be notified of any changes in Registration details, as soon as possible, this can be done by email to [enquiries@raisinglittleones.co.uk](mailto:enquiries@raisinglittleones.co.uk) or on the parents dashboard.

## Booking Sessions

- All sessions requested by parents / carers are subject to availability.
- All sessions booked must be paid for in advance.
- Bookings may be made up to 15 minutes after the start of any session. Children will not be able to be booked in after that time.
- Raising Little Ones will credit all fees charged, if the club is forced to close due to unforeseen circumstances.
- Please note the fee increase if booked on the day rather than in advance.

## Responsibility for attendance

- It is the parent / carer's responsibility to ensure that their child / children arrive, on time and are signed in accordingly.
- It is the parent / carer's responsibility to supply nappies, wipes and snacks for the child.
- Please dress your child accordingly to the weather as the children will have free play of the garden so they may get muddy.
- It is the parent / carer's responsibility to notify Raising Little Ones if there are late changes made to their child / children's attendance on that day.

## Penalties for Late Collection

- It is the responsibility of all parents / carers collecting children to do so promptly at the end of the session. Failure to do so will expose the parent / carer to the payment of a financial penalty.

## Responsibility for Payment

- The responsibility for payment of all fees, charges and penalties lies at all times with the person who has made the booking.
- Failure to settle all fees and/or penalties when due may result in taking action (including legal action) to recover any outstanding sums.