

Terms & Conditions



Registration

- All parents / carers must complete our Registration Form before a child can be accepted at a Magna Extended School or Camp. Registration must be done directly on our website: www.magnagroups.com
- Magna Groups Enterprises must be notified of any changes in Registration details, as soon as possible, in writing by the parent / carer.
- All parents/carers are responsible for ensuring all registered information is kept up to date on our parents booking system

Booking Sessions

- All sessions requested by parents / carers are subject to availability.
- All sessions booked must be paid for in advance.
- No parent / carer should consider a booking as being accepted until payment has been received by Magna Groups Enterprises.
- Parents / carers of children not booked into the After-School Club, but who subsequently attend, will incur a £5.00 emergency on-the-day booking fee per child, in addition to the cost of the session.
- School children who remain at the school uncollected after 4.00pm will be admitted into the After-School Club, whilst their parents are contacted to collect them. The parent / carer will incur a £5.00 emergency on the day booking fee per child in addition to the session charge.
- Cancelled bookings are non-refundable and will not be credited. These can be swapped for another session in the same half term/holiday subject to availability and at Magna Groups' discretion with no less than 48hrs written notice
- Non attendance for bookings are non-refundable and will not be credited or swapped for another session.
- Booked sessions are non-transferrable to another child

Fees

- Extended Schools fees are payable half-termly in advance.
- Bookings will be opened two weeks before the start of the new half term
- If payment is not made by the deadline date a late payment fee of £15 will be charged
- Holiday Camp fees will be due in full at the time of booking. Failure to pay will result in your child's place being withdrawn.
- Non-payment of fees may lead to your child's place being withdrawn.
- No refund or reduction in fees will be made due to non-attendance, sickness, school trips, tournaments, residential trips, holidays, exclusions and illness.
- The full fee will be required to be paid in the event of cancellations

Responsibility for attendance

- It is the parent / carer's responsibility to ensure that their child / children arrive, on time, to any Breakfast Club or Kids Camp, and are signed in accordingly.
- It is the parent / carer's responsibility to ensure that their child / children are aware that they will be attending any After-School Club.
- It is the parent / carer's responsibility to notify the school if there are late changes made to their child / children's club 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 and will constitute a breach of the terms and conditions, entitling Magna Groups Enterprises to exclude the child from subsequent sessions
- Any late collections (after 10 minutes at the end of the session) will be documented and a £15 fee will be charged for every 15 minutes over the due time and you will be invoiced immediately.
- This penalty charge must be paid before any future Magna Groups Enterprises booking.
- Where the penalty is outstanding and further sessions have been pre-booked and paid for by the parent / carer, Magna Groups Enterprises reserves the right to exclude the child from the club, until the penalty is paid, without issuing a refund for sessions unattended.

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 by Magna Groups Enterprises to make a written or verbal request for payment of fees does not constitute an excuse or reason for late, or non-payment under any circumstances.
- Failure to settle all fees and/or penalties when due may result in Magna Groups Enterprises taking action debt recovery, including legal action) to recover any outstanding sums.

Childcare Vouchers

- Childcare Vouchers will be credited to individual accounts only when the funds have been received by the Magna Groups. Please note that many Childcare Voucher Providers take up to 7 days to allocate these funds to Magna Groups, therefore you must allow 14 days for this credit to be transferred across to your account.
- Magna Groups Enterprises is registered with a number of Childcare Voucher Providers: a list is available on Magna Groups Enterprises website. Please email us at info@magnagroups.com if you cannot find us on your provider's list.
- If you intend to use a Childcare Voucher Provider, which is not currently registered with the us, please email info@magnagroups.com with the Provider's information in order for the Magna setting to register. Bookings will need to be paid for by card until this registration process is complete.

Grounds for Exclusion

- Any child who has suffered from diarrhoea, sickness, high temperature/fever, conjunctivitis, or any contagious disease must be kept away from the Club for a period of 48 hours after such condition has ceased.
- Should any child suffer from any of the above whilst at the Club, the staff will contact the parent / carer and ask them to collect the child as soon as possible.
- Other grounds for exclusion are persistent poor behaviour on the part of the child or the parent / carer, (which includes, but is not limited to, bullying, verbal abuse, physical violence, fighting, racial incidents, defiance, rudeness to others, dishonesty, disobedience and deliberate damage to property), or non-persistent incidents of particularly serious behaviour (for example those which endanger children or staff)



- or where a parent / carer is in breach of any of our terms and conditions.
- Refunds or credits will not be made if children are excluded on the grounds set out above.

Reservation of Rights

- Magna Groups Enterprises reserves the right to exclude a child or family from attending the Club/Camp or to refuse to accept a registration at its sole discretion.
- Magna Groups Enterprises reserves the right to close the club/Camp on the grounds of staff shortage, unavailability of facilities, or for any other reason, which in its reasonable opinion necessitates closure. Reasonable notice will be given where possible.
- Magna Groups Enterprises reserves the right to change these terms and conditions at any time.

Legal: Waivers, Exclusions and Jurisdiction

- No failure or delay by Magna Groups Enterprises in exercising any of its rights or remedies shall prejudice or affect its ability to do so unless it has provided a specific waiver or release in writing.
- These terms and conditions are governed by English law and subject to the jurisdiction of the courts of England and Wales.
- Magna Groups Enterprises shall not be liable for any direct or indirect loss suffered by parents/ carers as a result of club closures under the terms of the agreement, including but not limited to loss of profits, increased costs or expenses or wasted expenditure.
- Magna Groups Enterprises accepts no liability for the administration of medicine in accordance with parents / carers written instructions. Medicines will not be administered in the absence of written instructions.
- In accordance with Magna Groups Enterprises' Health Policy, Magna Groups Enterprises accepts only medication which is prescribed, in original packaging including the pharmacy label which indicates the child's name.
- Magna Groups Enterprises accepts no liability for loss or damage (including consequential loss) to property brought to club premises caused by the actions of children or third parties or for accidental damage caused by club staff.
- Magna Groups Enterprises accepts no liability for loss or damage (including consequential loss) to property brought to club premises caused by the actions of children or third parties or for accidental damage caused by club staff.
- Magna Groups Enterprises accepts no responsibility for injury caused from pre-existing medical conditions which are not notified to the club