

Adventurers Day Nursery

Terms and Conditions

Adventurer's day nursery is open Monday to Friday between the hours of 8am to 6pm. The setting will open up at 7.30am on request for an additional fee. It would be appreciated if you did not arrive at nursery before opening and are prompt in collecting your child at the end of the day. Children collected after 6pm will be charged a late fee of £5.00 for every five minutes.

If any person other than parent/guardian is collecting your child, we must be informed in advance, giving name and relationship to child, photograph and password will be required. Anyone collecting a child must be over the age of sixteen.

The nursery is closed for statutory Bank Holidays, and approximately one week over Christmas/New Year period.

If you wish to cancel, reduce or change days the nursery requires four weeks written notice.

Illness

It is important that we are notified if your child is going to be absent from nursery. All absences must be paid for in full. If your child is suffering from a "doubtful rash, sore throat, discharge from eyes or ears, or has diarrhoea or sickness, he/she should be kept at home until a doctor has certified that the symptoms have fully cleared. Should your child become ill the nursery will make every effort to contact you. Therefore it is imperative that your details of contact numbers are kept up to date. Please ensure that if any information changes you inform the nursery immediately.

Bottles

Parents must provide pre-prepared bottles for their child; the nursery will store them in a fridge, using our own labelling system.

Clothing and Personal Property

Please provide a change of clothes for your child. Sometimes your child may become wet or dirty from playing with the activities, i.e. water play or painting. We therefore advise you not to dress your child in their best clothes. To avoid confusion, all clothes must be labelled. Parents are asked to provide a named sun hat and sun cream in the summer months and hat, scarf and gloves for the winter months. Children are not to bring jewellery, money or other valuables to nursery. We would also request that children do not bring toys from home, as this could lead to them getting lost or broken.

Notice of Leaving

If you intend to withdraw your child from nursery, for any reason, we require four weeks written notice.

Reserved Places and Enrolment

To ensure a place for your child, a deposit of one month's fees must be provided along with the completed enrolment form. A place will not be reserved unless a deposit is received. We are prepared to reserve a place for your child up to 12 month's in advance before your child attends the nursery. In reserving a place it is inevitable that another child who may have been able to attend the nursery immediately or wishes to reserve for a shorter period may have had to be refused. We therefore reserve the right to request a non-returnable deposit when a place is reserved. After the deposit has been paid, arrangements can be made for the free settling-in visits we provide to make sure the transition from home to nursery is as easy as possible for both child and parent. Once your child has started at the nursery the deposit paid will be refunded off your first month's bill.

After reading these terms and conditions please complete the enrolment form and together with the appropriate fees, return it to:-

"The Manager"
Adventurers Day Nursery
37 Hospital Field's Road,
Fulford Industrial Estate,
Fulford,
York
YO10 4DZ.

Thank you for your enquiry we look forward to hearing from you.