

Children Making A Change Fees Policy

Fees are paid for booked space. If your child is absent for any reason e.g. sickness/holiday you still have to pay. Registration includes a registration fee of £5.00.

- Fees are paid in advance on Monday or Friday before. Online details:
TSB Bank
Children Making A Change
Account No. 00697822
Sort Code. 30 93 88
Use your child's name as reference.
- Late payment of fees will result in a late fee charge of £10.00. Second week unpaid will result in your place being terminated.
- Late fee text will be sent.
- If you usually pay cash at the club and your child is not in school, make payment online.
- **Drop-in bookings:** For appointment, meetings etc.
These bookings are limited and are to be booked in advance, once registered and payment made.
- Funded Places eg University/College/Agencies
These places are charged at a different rate and unless paid in advance by funder must be paid until funds are paid to you. We will accept written confirmation by funders if you cannot pay. Confirmation of payment on funders forms will reflect only days used.
- Childcare Tax Credit:
Please inform Tax Credit Office when you leave the club as they ask for your child's attendance and payment record. The club is held jointly liable by HMRC for any claim made.

I have read and **understood** the above terms and conditions and I agree to abide by them.

Signature: _____

Date: _____