

We will be open for four weeks during the Summer holidays. We open the week commencing **Monday 24th July 2017** and we finish on **Friday 18th August 2017**. Please complete the form below and return it to Nicole, along with the full payment. **Early bird 20% discount if completed booking form full payment has reached us by Friday 26<sup>th</sup> May by 5pm. This 20% early bird discount is to celebrate our 10 year in business.** Please return the booking form via post, email or in person. Please keep a copy for your own records.

**\*Parent/Carer Details \*Please PRINT all details carefully.**

*Parent/Guardian Name Mr/Mrs/Ms/Dr																														
*Contact Address																														
Post Code																														
*Home Contact Number - will you be on this number when your child is in our care Yes/No																														
*Work Contact Number																														
																								Ext No. _____) will you be on this number when your child is in our care Yes/No						
*Mobile Contact Number																														
Will you be on this number when your child is in our care Yes/No																														
*Email																														

\*Child's Full Name (1) \_\_\_\_\_ \*Date of Birth \_\_\_ / \_\_\_ / \_\_\_ \*Age \_\_\_\_\_

\*Child's Full Name (2) \_\_\_\_\_ \*Date of Birth \_\_\_ / \_\_\_ / \_\_\_ \*Age \_\_\_\_\_

\*Child's Full Name (2) \_\_\_\_\_ \*Date of Birth \_\_\_ / \_\_\_ / \_\_\_ \*Age \_\_\_\_\_

Please tick the appropriate boxes (Dates and Times required) Please see individual age group timetables for daily activities.

	Monday 24th July	Tuesday 25th July	Wednesday 26th July	Thursday 27th July	Friday 28th July
Week 1					
Half Day (AM)					
Half Day (PM)					
Full Day					
Breakfast Club					
<b>Total number of Full days:</b>		day (s)	<b>Total amount to pay:</b>	£	
<b>Total number of Half day AM</b>		day(s)	<b>Total amount to pay:</b>	£	
<b>Total number of Breakfast Club</b>		day(s)	<b>Total amount to pay:</b>	£	
			<b>Weekly Total to pay:</b>	£	

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 2	31st July	1st August	2nd August	4th August	5th August
Half Day (AM)					
Half Day (PM)					
Full Day					
Breakfast Club					
<b>Total number of Full days:</b>		day (s)	<b>Total amount to pay:</b>		£
<b>Total number of Half day AM</b>		day(s)	<b>Total amount to pay:</b>		£
<b>Total number of Breakfast Club</b>		day(s)	<b>Total amount to pay:</b>		£
			<b>Weekly Total to pay:</b>		£

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 3	7th August	8th August	9th August	10th August	11th August
Half Day (AM)					
Half Day (PM)					
Full Day					
Breakfast Club					
<b>Total number of Full days:</b>		day (s)	<b>Total amount to pay:</b>		£
<b>Total number of Half day AM</b>		day(s)	<b>Total amount to pay:</b>		£
<b>Total number of breakfast club</b>		day(s)	<b>Total amount to pay:</b>		£
			<b>Weekly Total to pay:</b>		£

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 4	14th August	15th August	16th August	17th August	18th August
Half Day (AM)					
Half Day (PM)					
Full Day					
Breakfast Club					
<b>Total number of Full days:</b>		day (s)	<b>Total amount to pay:</b>		£
<b>Total number of Half day AM</b>		day(s)	<b>Total amount to pay:</b>		£
<b>Total number of Half day AM</b>		day(s)	<b>Total amount to pay:</b>		£
<b>Total number of breakfast club</b>					
			<b>Weekly Total to pay:</b>		£
			<b>Overall total to pay:</b>		£

- I have made payment on line (into Activetime Children's Activities Limited account. **sort code: 40-23-13 Account number:22130645**) ref \_\_\_\_\_ in the name of \_\_\_\_\_
- I have not included payment but have instructed my child care voucher provider (company name) \_\_\_\_\_ to send payment, instructed on \_\_\_\_\_ Ref: \_\_\_\_\_
- Please call me to take a Debit card payment best time to call is \_\_\_\_\_ on \_\_\_\_\_

**Our Ofsted number is EY427593. For our report please ask at reception or see [www.ofsted.gov.uk](http://www.ofsted.gov.uk)**

Office Use only: Booking form received \_\_\_\_\_ Payment received yes/no \_\_\_\_\_ Payment ref \_\_\_\_\_  
 Confirmation sent \_\_\_\_\_ Booked in by \_\_\_\_\_

**If you child has food allergies, additional needs or if you would like to meet the team before booking please inform us and we can make arrangements. If your child had an ILP**

**Please keep page 3 for your information.**

If you are paying by childcare vouchers please contact us for our account details if needed. All forms of payments must be cleared 72 hours before your child comes into our care.

Activetime Children's Activities Limited reserve the right to refuse entry to any child that does not have a completed booking and or Registration form. This is an Ofsted requirement and all forms must be completed and returned to us at least 72 hours before your child is booked into our care.

Please do not turn up on the day without a booking as you may be refused care. If you need care at short notice please telephone to see if we have space.

**For our full policies and procedures please see the registration table for the P&P folder or ask a member of staff.**

Once you have completed please return to Nicole at the below address confirmation of your booking will be posted to you up to 14 days after your booking. Please book early to avoid disappointment as spaces are limited. All dates are subject to booking numbers being met. NO BOOKINGS WILL BE TAKEN WITHOUT FULL PAYMENT IN ADVANCE.

Any dates that do not run will be fully refunded if alternative dates are unsuitable. We do not refund or exchanged dates once booked.

<b>Price list 3-4 years (No more than 16 children in this age groups with level 5 trained staff)</b>	
<b>Registration Fee</b>	<b>£15.00 (This applies to new customers joining for the first time)</b>
<b>8.30am -6.00pm</b>	<b>£45.00</b> -incl.Snacks – Per day
<b>9.00am-1.00pm OR 1:00pm-5:00pm</b>	<b>£30.00</b> -incl Snacks –Half days
<b>Any additional hour charges at</b>	<b>£10.00</b> Subject to availability.
<b>8.30am-6.00pm</b> when booked & paid together <b>£202.50</b> incl. Snacks –Full day full week when booked together must be in the same week. (A saving of £22.50 a week, that's half a day free).	
Please note we do not hold a Breakfast club for children under 5 years.	

<b>Price list 5 – 13 years (Lead by experienced staff at a ratio of 1:8 and in two age groups. 5-7 years &amp; 8-13 years)</b>	
<b>Registration Fee</b>	<b>£11.00 (This applies to new customers joining for the first time)</b>
<b>8:30am-6.00pm</b>	<b>£35.00</b> -incl.Snacks – Per day
<b>9.00am-1.00pm OR 1:00pm-5:00pm</b>	<b>£25.00</b> -incl Snacks –Half days
<b>8.30am-6.00pm</b> when booked & paid together <b>£157.50</b> incl. Snacks –Full day full week when booked & paid together (You save £17.50 that's half a day free). Must be used in the same week.	
<b>7.30am-6.00pm</b> Full week inc BF Club <b>£179.50</b> with full week including breakfast club. (A £23.00 SAVING that's one breakfast session and half a day free). Must be used in the same week.	
<b>7.30am-8:30am</b> Additional BF club	<b>£5.50</b> – includes breakfast- per session
<b>Any additional hour charges at</b>	<b>£8.00</b> Subject to availability.

**Discounts: To get 20% off your booking book by the early bird date. T&C's Apply.**

**You will receive a 10% discount when booking a sibling. Discount does not apply to first child. This only applies when booked and paid together. This applies to all price tariffs. T&C'S Apply. This cannot be used with the Early bird discount. Children must attend same sessions to get the sibling discount.**

Child Payment can be made by Debit Cards and we except credit cards however there is a £2.00 sur charge on all credit cards. Most childcare vouchers accepted please contact us for more information.  
Please remember FULL payment must be made at time of booking.

You can also be assured your child will be given the specific attention they require due to the regulation age and staff ratios and maximum limitation, which is strictly adhered to:

- 3-4 years – 1:8 ratios (staff/Child)
- 5-12 years – 1:8 ratio (Staff/Child)
- 3-12 years – 1:8 ratio swimming (staff/Child)

Our staff are all DBS checked. Our qualified, experienced and dedicated staff are onsite to ensure your child gets the best out of the school holidays.

Forms sent \_\_\_\_\_ by e-mail/post/ handed in person to \_\_\_\_\_

Paid by online banking/Child care vouchers Ref: \_\_\_\_\_

Thank you for your booking we will be in touch soon with your confirmation of booking.

Please ensure you send your child in every day with the correct foot wear and clothing for the activities set.

Address: Children's Activities Manager, 214a Herlwyn Ave, Ruislip HA4 6HJ . Telephone: 07794078452 Email: [holidays@activetime.co.uk](mailto:holidays@activetime.co.uk)

**Ensuring your child enjoys the school holidays since 2007.**