

KIDS' & TEEN CAMP BOOKING FORM

The Booking Process *(One form per child)*

To secure your child's place at our Kids'/Teen Camp, you need to:

1. Complete the booking form below, outlining the days that you are requesting.
2. Fill in your child's details (please use one form per child).
3. Either attach a cheque to the form or fill in your card details overleaf for payment.
4. Read and sign the terms & conditions overleaf.
5. Return the completed form to reception.

Office use - received on:

Date:

Time:

What happens next?

1. Your booking form and payment will be processed by the Junior Activities Co-Ordinators (Mon-Fri, 9:00am-5:00pm).
2. If we are able to offer your child a place, your payment will be processed and your child's name put on the register. **Please note:** you will not receive confirmation.
3. Should we be unable to offer you a place on your requested date, you will be contacted by phone or email within 48 working hours.

PLEASE NOTE: ASSUME YOUR BOOKING IS SUCCESSFUL UNLESS YOU ARE CONTACTED BY THE JUNIOR ACTIVITIES TEAM.

Child's Details *(One form per child)*

Name: DOB: Age:

Is your child a member? Yes / No Is your child vegetarian? Yes / No Will your child be bringing their own packed lunch? Yes / No

Allergies/special dietary requirements:

Has your child attended Kids'/Teen Camp before? Yes / No How did you hear about this Kids'/Teen Camp? Friend Colets' website Twitter

Colets' Email News School book bag flyer About Thames Ditton Other (please state):

Parent/Guardian Name: Contact Tel No:

Address:

Which school does your child attend? Email Address:

Date	Breakfast Club 7:30-9:00am £10	Early Drop-Off 8:30-9:00am £3	All Day 9:00am-5:00pm £25 / £37	Late Pick-Up 5:00-5:30pm £3	Late Pick-Up 5:00-6:00pm £6
Mon 18 th Dec			Optional extra: £4 pottery painting		
Tues 19 th Dec					
Weds 20 th Dec					
Thurs 21 st Dec					
Fri 22 nd Dec					
Weds 27 th Dec					
Thurs 28 th Dec					
Fri 29 th Dec					
Tues 2 nd Jan					
Weds 3 rd Jan					
Thurs 4 th Jan					
Fri 5 th Jan					

If your child is new to Kids'/Teen Camp we can arrange a 3-hour trial morning session (9:00am-12:00pm).

Please contact Charlie Williamson on 0208 335 6993 for further details and prices.

DON'T FORGET TO PICK-UP OR DOWNLOAD YOUR CAMP INFORMATION BOOKLET!

LATE KIDS' CAMP BOOKINGS - Bookings for Mondays must be received by the preceding Wednesday.

It is advisable to book your desired Kids'/Teen Camp sessions in advance by at least two days. Late bookings should be agreed with the Junior Co-Ordinators ONLY to ensure we comply with our OFSTED registration. Please be aware that should you book late, you may be required to bring a packed lunch for your child as our lunches are pre-ordered.

Junior Activities Team - 020 8335 6993

St Nicholas Road • Thames Ditton • Surrey • KT7 0PW
020 8398 7108 • juniors@coletshealthclub.co.uk


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KIDS' & TEEN CAMP BOOKING FORM

Payment Details

Total payment due: £ Please indicate payment method (card details will be shredded once processed):

Credit/Debit card - Card number:

Valid from date: Expiry date: Issue number:

Security code: (last 3 digits on back) Name on card:

Cheque (please make payable to Colets and attach to form)

Childcare vouchers (Please circle: Edenred / Busy Bees / Care4 / Other:))

Payment reference:

To make your payment, please search using our postcode: KT7 0PW. Any problems, please get in touch. Please note: vouchers must be received in advance of the booked session(s).

Terms & Conditions

Bookings - All bookings for Kids'/Teen Camp places can only be taken via receipt of a completed booking form & payment. Places will be allocated on a first-come, first-served basis.

Payments - All payments should be received with the booking form by Credit/Debit card (please complete details on form - these will be shredded once processed), cheque (please make payable to Colets and attach to form) or childcare vouchers. Please note: childcare vouchers must be received in advance of the booked session(s).

Colets' Junior Member Discount - Your child's membership must be current at the time of booking & at the time of the session booked to receive our members' discount.

Cancellations/Refunds - Refunds can only be given if cancellation notice is received at least 10 days before the booked Camp date. Please note that should your child be taken ill or should the centre close due to conditions beyond our control, we cannot offer a refund.

Safety - For your children's enjoyment and safety, they must attend whole sessions.

Drop-Off & Collection - Please ensure your children are dropped off by 9:00am; we are unable to accept children after 9.30am unless approved by management prior to dropping off. Please also ensure your children are collected at the correct times of 5:00/5:30/6:00pm.

Late Fees - Late collection of your children will incur a late fee of £10 for every 10 minutes (or part thereof) past the specified collection time, up to a maximum of £30.00 per half hour. Children may not be left in the Junior Activities room after 6:00pm as this contravenes our registration. Please note: should your children not be collected by 5:30pm, an additional fee of £50.00 will be incurred on top of the half-hourly rate.

Signing In & Out - To meet OFSTED & Fire Safety regulations, please ensure your children are signed in & out of Camp. If you do not sign your children in, we reserve the right to refuse entry on that day. If another adult is collecting your children, please inform the Junior Activities Co-Ordinators during registration.

Lunches and snacks: A hot lunch and afternoon snack are provided at Colets camp and are included in the price. We understand that some children may be fussy so if you would prefer to pack a lunch then please let us know. If your child has any allergies please speak to the camp management about how best to manage them during their time at camp. We ask you to provide a nut free morning snack for your child. Drinking water is always available for the children.

Please note: If we receive your child's booking after the Wednesday preceding the date booked, you will be required to bring a packed lunch, as our lunch orders will have been placed for the week.

Health Questionnaire - All children must have an up-to-date completed health questionnaire. This is completed on the first day of Camp. Your child will not be allowed to sign in at Kids'/Teen Camp if this is not completed and signed by the parent/guardian.

Swimming - If your child is unable to swim unaided, please supply your own armbands etc. If they do not want to swim, please inform the Junior Activities Co-Ordinator at registration.

Timetables - Daily activities & schedules are subject to change. Please ensure children bring their swimming kit with them every day.

Belongings - We discourage children from bringing toys, MP3 players, phones and handheld games to Camp. Colets cannot take any responsibility for loss or damaged belongings.

Notice of Termination - We reserve the right to terminate your child's place at Kids'/Teen Camp immediately if a serious breach of terms & conditions occurs or if it is considered to be in the best interests of the centre or welfare of the other children. Using foul language, being abusive to staff, failure to regularly pay fees or continuously arriving late without prior notification may result in a child's place being terminated.

New Child Policy - If your children have not attended Kids'/Teen Camp before, please contact the Junior Activities team to receive your welcome pack & to arrange a pre-Camp visit if necessary.

I have read & understood the Terms & Conditions stated & hereby agree to them.

Signature: Print name: Date:

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