

Just 4 Kids Performing Arts
www.just4kidsperformingarts.com
Tel: 07534900377
Email: j4kperformingarts@yahoo.com

Parental Agreement Contract

Terms used in this document:

`parent/parents' will cover the parent, guardian or carer of a child
`Just 4 Kids' includes staff and Just 4 Kids Performing Arts
`child/children' is/are the pupil/s of Just 4 Kids Performing Arts

We aim to have a partnership between Just 4 Kids and parents to meet the needs of the children, both individually and as a group.

Information to parents that must be adhered to at all times–

1. Parent's contact details will only be used as a means of contacting with any information about the classes and your child/children who attends the class. The details will not be shared with any third party.
2. Just 4 Kids holds policy documents that must be adhered to at all times and copies are available upon request.
3. Just 4 Kids shall pass information to parents via telephone, text message, email, notice board and letters home on a regular basis and prompt action will be taken if any concerns are raised.
4. Just 4 Kids staff details and information about activities are available on request.
5. Just 4 Kids will undertake to consult with parents to ensure they are meeting the children's needs.
6. Persistently disruptive behaviour by a child would result in the incidents being reviewed and recorded, then informing parents in order to support the child in the best way possible.
7. As a last resort, staff reserve the right to exclude a child from classes on the grounds of persistently disruptive behaviour where it affects the wellbeing of others.
8. Any problems which cannot be satisfactorily resolved between parents and staff may be referred to the management in line with the organisations complaints procedure.
9. All fees will be paid to Just 4 Kids in advance of or on arrival of their child attending the club/workshop. Failure to pay the class fees on or before the class will result in your child being turned away from class.
10. Once parents have enrolled their child into the classes and/or holiday workshops, parents will be sent a Direct Debit Agreement by email. Direct Debits for payment of classes will be scheduled to be taken out in 2 instalments for each term.
11. Please note any parent who pays consistently late may be refused the right to make payments via Direct Debit and will be requested to pay the a full term's fees directly to the manager.
12. Unfortunately, any payments for classes will not be refunded for any reason. If you wish to cancel your child's place in our classes, you must give 1 months' notice by email to j4kperformingarts@yahoo.com to give us time to process and cancel your direct debit for the next instalment. If you give less than 1 month's notice of cancelling a child's place, you will still be charged half of the term's fees.
13. We offer no refunds for children who do not attend a session within the term or our holiday workshop due to sickness of child/family members or from parent or child choice.

14. Once enrolled into the classes, we will continue taking your direct debit payment until you choose to cancel your child's place.
15. All parents of a children using the group are requested to be supportive to Just 4 Kids.
16. Children should be collected promptly at the end of a session. Where a parent/guardian is late in collecting a child, they must call to inform Just 4 Kids immediately: 07534900377.
17. Children are not allowed to leave the group, unless accompanied by their nominated adult. Please let staff know if someone different has permission to collect your child.
18. If a parent is unable to collect their child/ children, they must inform Just 4 Kids and give permission for alternative person to collect their child from class. No child will be allowed to leave the premises with person or persons unknown.
19. Parents are requested to behave in a polite and appropriate manner when dropping off or collecting their children. Failure to do so could lead to their child being excluded.
20. All staff are aware of the need to maintain confidentiality about matters concerning families and children.
21. Just 4 Kids ensures to provide a safe and caring environment free form discrimination, any discriminatory behaviour by children, parents or staff will be challenged and not tolerated.
22. Records will be kept containing details about the child, including health, religion and diet information, parent emergency contact details, child protection records if applicable and appropriate signed consent forms. Parents must complete and sign the booking form on or before child's first day in the class or your child may be refused a place.
23. If parents take photos of their child during any shows, demonstrations or classes, which include other children, these must not be shared online.
24. In the event of staff sickness or emergency situations such as building fault or bad weather Just 4 Kids reserves the right to close the setting at short notice. Parents will be informed in advance where possible and Just 4 Kids will reschedule the class during the term. If a child is unable to attend the rescheduled class time, a refund for that session will be given (if paid in advance).
25. Parents must take responsibility for their children's belongings and teach children to do the same. Just 4 Kids accepts no responsibility for lost or damaged property.
26. Children must not bring in any electrical devices such as Ipad's, tablets, laptops, mobile phones or Ipod's. Likewise, no game consoles. This is in line with our use of mobile phones and cameras policy.
27. Staff encourage independence at a high level appropriate to the child's age. Parents are asked to be supportive of this and support staff in teaching children about caring for each other and the setting by being responsible.
28. Children must wear appropriate clothes for the sessions. Our uniform is: Black or grey joggers or leggings, trainers or plimsolls, comfortable t-shirt, hair tied up, no jewellery (earring studs are accepted).
29. Children must bring a drink to each session. Water or squash only.

Please sign below to confirm you have read and understand the parental contract agreement and recognise that by doing so you are agreeing to the contract.

Name of child:

Signed:

Print: Date.....