
Holiday Club

R A D M O O R



Children

Holiday Club

/ Reception Class to Year 6

All sessions booked must be paid for irrespective of non-attendance. There is a 10% reduction for the second child attending when two or more children attend, from the same family, on the same day.

Fees Per Session	Standard Rate	Loughbrough University Subsidised
Full Day 8:30am - 5:30pm	£24.50	£19.50
Short Day 8:30 am - 3:30pm	£22.50	£17.50
AM 8:30am - 12:30pm	£15.50	£12.50
PM 1:30am- 5:30pm	£15.50	£12.50

Contact Details

/ Radmoor Holiday Club
Radmoor Road
Loughborough
LE11 3BT

/ 01509 517013
/ 07827 257 121

Bookings

/ Please return completed registration forms to:

Radmoor Day Nursery
Loughborough College
Radmoor Road
Loughborough
Leicestershire
LE11 3BT

/ Once we have received payment, we will confirm your booking

/ Telephone 01509 515456

/ Email holidayclubs@loughcoll.ac.uk

Payment Methods

/ Credit/Debit Cards

We accept Debit/Credit* cards for Holiday Club payment. This can be made in person at Radmoor Day Nursery or over the phone on 01509 515456.

* We do not accept American Express

/ Cheques

Please make cheques payable to Loughborough College and send to the **Bookings** address above.

/ Childcare Vouchers

We also accept childcare vouchers. Contact us using the **Bookings** contact details above.

Medication

If your child is taking any medication then please inform the **Holiday Club** staff who will only administer it with an appropriate consent form signed by the parent/carer. All medication administered will be supervised and logged down on a medication sheet which the parent/carer will be asked to sign to acknowledge the procedure.

Accidents

All minor incidents will be recorded on an accident form by a member of staff who was present when the accident occurred. Parents will be informed of the details of the accident when they pick up their child/children and will be asked to sign the sheet to show that they are aware of what happened.

Fees

All sessions booked must be paid for **irrespective** of non-attendance. Failure to pick up on time for the session booked may incur a £10.00 charge to support extra staffing costs.

Snacks

The **Holiday Club** will provide juice/water/milk for the children but we ask parent/carers to provide a packed lunch and any extra snacks for their child if they are staying all day. Please be aware that we do not have appropriate refrigerated facilities to store the food safely.

Sun Cream

Please ensure that adequate sun cream is applied to your child before arriving at the club.

Valuables

The **Holiday Club** does not accept any responsibility for loss or damage to any personal items. Please do not bring any MP3 Players, mobile phones or games to the club.

Admission

We ensure that the **Holiday Club** is accessible to children and families from all sections in the local community by having regard to needs arising from gender, special educational needs, disabilities, social background, religion, ethnicity or from English being an additional language.

Behaviour

The **Holiday Club** staff will use positive techniques to handle inconsiderate behaviour by helping the children find solutions in ways that are appropriate for their age and stage of development. The staff will have clear, simple rules that can be understood by all. Staff and children involved in the **Holiday Club** must have mutual respect for each other and never humiliate or frighten others.

Attendance

Please could parents enter the arrival and departure times of their children on the registers provided. No child will be released to any person other than the persons named on the registration form without prior consent and agreement by **Holiday Club** staff. Please use the parking facilities with care when picking up your child.

Illness

If your child becomes unwell whilst at the **Holiday Club**, you will be informed. If your child is ill and won't be attending the club, please telephone the staff as soon as possible.
