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### Summer Holiday Club 2020 Booking Details

Acorn holiday club is aiming to run two booking sessions over the first five weeks of the summer break. We will run two pods of 15 children in each. This is to ensure groups are kept in low numbers and these will be staffed according to the care required. There are restricted spaces in pods in order to comply with child to staff ratios and current Government guidelines with regards to Covid-19. Please see below the terms and conditions of booking:

- Summer club booking will open at **7pm on Parentmail on Friday 3rd July 2020**. This is so all families have a fair chance of booking a space for their child. We have now moved this date due to Parentmail maintenance taking place on Thursday.
- The bookings will be done on a **'first come, first served'** basis. Once all places have been allocated, Parentmail will not allow further bookings and the sessions will show as 'sold out'.
- You are not required to book the whole week and will be able to book individual days across each of the five weeks. The two session times are 9am – 3pm or 7.30am – 6pm. You will be able to drop and collect children at anytime on the longer day session, but will be charged for the full day.
- **Sessions will be charged as follows: 9am – 3pm £20.00 and 7.30am – 6pm £32.50**
- If you wish to be placed on a waiting list once the sessions are fully booked, please contact Acorn by emailing [enquiries@acornchildcarecentre.co.uk](mailto:enquiries@acornchildcarecentre.co.uk) and we will maintain a manual waiting list and contact you if more sessions become available.
- If the days you require are sold out, but you could attend on a different day, please use these sessions were possible.
- When you book a place on session, Parentmail will not give you a confirmation but it will inform you that you have purchased this particular item. You may check the booking on your purchase history within Parentmail. All clubs are invoiced by Acorn, in arrears, at the end of each month.
- We will continue to ensure that every session booked for your child is fully staffed to the correct ratio of adults to children to ensure every child's safety and wellbeing. At this time we are also having to staff and run sessions according to Covid-19 Government guidelines. Therefore, once a session is booked, it is chargeable. A minimum of **FIVE** working days' notice has to be given to us to change a session. If less than **FIVE** working days' notice is given, we regret that you will still be charged for the session. Please note that sessions are still payable, even if your child cannot attend because of illness.