

Leominster Saturday Youth Groups
January - March 2017 Booking Form
 Westfield School, Leominster. HR6 8HD 10.30am – 3.00pm
 Cost: £20 per child per day unless shown otherwise.



Indoor Group: Age range 3 – 19 yrs.		
Dates:	Activity in addition to usual fun and games:	Please enter no. of children/young people:
Saturday 28 th January	New year festival day. Carnival games, winter activities, arts & crafts, making & creating.	
Saturday 25 th February	Collage making, super hero creating and cookie baking	
Saturday 25 th March	Mothers Day activities, outdoor games, farm recreating, spring fun and much more!	
Outdoor Group: Priority is given to those over 10 yrs of age		
Dates:	Outing:	Please enter no. of children/young people:
Saturday 28 th January	Cinema trip	
Saturday 25 th February	Spa at Point4	
Saturday 25 th March	Swimming, fun & games at Teme leisure centre, Ludlow	
Names & ages of children/young people attending:		
Bookings will be confirmed when we have received a completed booking form & full payment		
Does your child require medication whilst attending the play day*	Yes/No	If yes please give details
Parent/carer details		
Name:		
Address:		
Postcode:		
Email:		
Tel:	Mob:	
Signed:	Date:	

Please return completed form to Marches Family Network office before 31st December 2016
11 Corn Square, Leominster, Herefordshire, HR6 8YP
Email: play@marchesfamilynetwork.org.uk

Please can:

- ◆ Parent/carers endeavour to arrive & collect promptly for a 10.30am start and 3pm finish. Please could the **outdoor group** arrive at 10.25 a.m. – activities have been pre booked and if anyone is late this affects the activity.
- ◆ All lunch boxes, drink containers, coats, hats and spare clothes be clearly labelled.
- ◆ The lunch box should be brought in a cool bag, along with a drink.
- ◆ A spare set of clothes be sent with your child to every play day and be prepared for inclement weather.
- ◆ You be contactable by mobile/home phone throughout the day.

***ALL medication & inhalers MUST be handed to the group LEADER & MUST be signed in & out by parent/carer when arriving & departing the play day.**

All bookings accepted on Marches Family Network's usual terms and conditions, these & all policies are available on request.

Marches Family Network reserves the right to change activities without prior notice.

If for any reason your child/young person is unable to come, please notify the office on 01568 614908 as soon as possible. Refunds will only be given if more than 48 hours notice of cancellation is given by the parent/carer.



Dear Parent/Carer,

Welcome to Marches Family Network Winter/Spring 2017 Scheme.

Our Scheme welcomes children/young people (3-19 years) with a disability and/or special need.

A varied programme of activities has been arranged to suit all ages and abilities. Exciting entertainers have been booked to complement the activities organised by the play leaders.

Important things for you to note:

- ◆ We are OFSTED Registered.
- ◆ Parent/carers endeavour to arrive promptly for a 10.30am start. Please could the **outdoor group** arrive at 10.25am – activities have been pre booked and if anyone is late this affects the activity.
- ◆ We cannot accept children prior to our starting time.
- ◆ Please collect promptly at 3.00pm. Additional fees may apply for late collections.
- ◆ All lunch boxes, drink containers, coats, hats and spare clothes to be labelled.
- ◆ The lunch box should be brought in a cool bag, along with sufficient drink for the day.
- ◆ **A spare set of clothes and sun cream/hat should to be sent with your child to every play.** Please ensure your child has weather appropriate clothing.
- ◆ Contenance supplies (including wipes) must be provided if your child needs them,
- ◆ **Please be contactable by mobile/home phone throughout the day.**
- ◆ Please return the enclosed/attached booking form as soon as possible. Places will be allocated on a strict first come, first served basis. Bookings will be confirmed once we have received full payment with the completed booking form, subject to staff availability and funding.

If for any reason your child/young person is unable to come on the day, please notify the office (01568 614908) as soon as possible. Refunds will only be given if more than 48 hours notice of cancellation is given by the parent/carer.

All bookings accepted on Marches Family Network's usual terms and conditions as set out in the Care Policy, available on request. Marches Family Network reserves the right to change activities without prior notice

If you have a complaint, compliment or comment about the services we offer, you can request a form from the office by writing to us at the office address above. Our play events are regulated by Ofsted (ages 3-8) and if you wish to complain to Ofsted about these play events please contact them on www.ofsted.co.uk or their helpline telephone number 0300 123 1231.

**Contact Marches Family Network on 01568 614908
For any further information you may require.**