



St. Basil's

Catholic Primary School

'We love, learn and succeed together'

Parent/Carer Preschool Contract

2025-2026

Child's Name: _____ **Parent/Carer Name** _____

- I consent for my child to attend St Basil's Preschool. I understand that preschool has policies and procedures (which are available for reference at the main office), and that there are expectations and obligations relating both to preschool and to myself and my child, and I agree to abide by them.
- I understand that St Basil's Preschool is a educational setting including play and that whilst my child is there St Basil's Preschool is legally responsible for him/her.
- My child will be provided with breakfast bagel and a fruit snack in the mornings unless otherwise requested.
- All payments will be made via 'School Gateway' and will be made in advance by the 1st of each month.
- I understand that if I don't pay in advance *the paid sessions may be withdrawn.*
- My bookings will consist of the same weekly sessions every month.

Charges are as follows:

Sessions	Prices
Breakfast Club (7.45am-8.45am)	£5.00
Morning session 8.45am-11.45am	
Lunch club with packed lunch	£2.00
Lunch club with hot meal provided by school	£4.75
Afternoon session 12.15pm-3.20pm	
After school club 3.20pm - 4.00pm (Pre School only – child must be toilet trained)	£5.00
Additional 3 hour session (if not eligible for 30 hour funding)	£9.00
Additional full day with packed lunch	£20.00
Additional full day with school meal	£22.75



Telephone: 0151 424 7887

www.stbasilprimary.halton.sch.uk | email: sec.stbasils@halton.gov.uk

Headteacher: Mrs A. M. Sheppard

- I will pay on a monthly basis and will pay promptly for all booked sessions whether my child attends or not (e.g. due to illness or holidays).
- I understand that school will take steps to recover any outstanding arrears, *including withdrawing paid sessions or even the preschool place.*
- I will give 4 weeks written notice (send email to sec.stbasils@haltonlearning.net) if I no longer wish to use the Preschool and want to cancel my child's place.
- I will give a week's notice if I wish to request any changes to allocated sessions. I understand that the Preschool may not be able to accommodate my requests.
- It is my responsibility to keep the School Office informed of any alterations to the information regarding my child (e.g. contact details, medical conditions, etc.).
- I will provide a daily change of clothes and toileting equipment (nappies and wipes etc) where necessary.
- I will provide a warm, waterproof coat and wellies to leave in school to enable daily outdoor play.
- Whilst St Basil's Preschool tries to ensure the safety and security of items, I understand that it cannot be held responsible for loss or damage to my child's property.
- Preschool sees communication with parents as very important so if there are any accidents or incidents at St Basil's Preschool involving my child, I will be informed.
- If my child has an accident at Preschool, he/she will be treated by a qualified first aider and I will be informed as soon as possible. If my child needs urgent medical treatment and I am unavailable, a member of staff from St Basil's Preschool will sign any consent forms necessary for treatment on my behalf.
- Information held by St Basil's Preschool regarding my child will be treated as confidential. However, in certain circumstances, for example if there are child protection concerns, I understand that Preschool has a legal duty to pass certain information on to other agencies, including Police, Social Care and health care professionals.
- I understand that that any inappropriate behaviour in school or within the Preschool may result in my child being unable to attend Preschool.

*I have read and **understood** the above terms and conditions and I agree to abide by them.*

Signed _____

Print name _____

Date _____



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- I understand that school will take steps to recover any outstanding arrears, *including withdrawing paid sessions or even the preschool place.*
- I will give 4 weeks written notice (send email to sec.stbasils@haltonlearning.net) if I no longer wish to use the Preschool and want to cancel my child's place.
- I will give a week's notice if I wish to request any changes to allocated sessions. I understand that the Preschool may not be able to accommodate my requests.
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