

# Enrolment Form – After School Care 2022/2023 for children Classes 5 and 6

PLEASE RETURN BEFORE AUGUST 14<sup>TH</sup>. BOOKINGS ARE MADE ON A FIRST COME FIRST SERVED BASIS.

I wish to enrol my child \_\_\_\_\_ (Name) \_\_\_\_\_ (Surname)

Class \_\_\_\_\_ from the beginning of the school year for After School Care at St. Kilian's Deutsche Schule.

## Booking to 4pm (Fees per child):

<i>Please circle option</i>	Monday	Tuesday	Wednesday	Thursday	Friday
Full school year	N/A	€240	€700	€240	€700

Tuesday     Wednesday     Thursday     Friday     Every day

## Booking to 5pm (Fees per child):

<i>Please circle option</i>	Monday	Tuesday	Wednesday	Thursday	Friday
Full school year	€240	€450	€940	€450	€940

Monday     Tuesday     Wednesday     Thursday     Friday     Every day

Legal Guardian: \_\_\_\_\_ (Signature)

Date: \_\_\_\_\_

\_\_\_\_\_ (Print name)

**Direct Debit:** Please note that fees for the full school year can only be included in your direct debit if you are already signed up to the scheme. Please sign here if you wish this payment to be included in school fees direct debit deductions:

\_\_\_\_\_ (Signature)

Offers of places will be made on a first come first served basis at which point will you be invited to agree to our policies and terms and conditions and to arrange payment.

## Terms and Conditions of After School Care at St. Kilian's Deutsche Schule

### Guiding Principles

- The system is cashless and ticketless
- Where a child attends After School Care for whatever time, goes to an afternoon activity and then returns to After School Care, they will be charged a full afternoon's After School Care fee
- To facilitate the running of group activities collection of children will be at 4pm or 5pm depending on booking and unless previously arranged with After School Care Manager.  
Attendance and times will be recorded. Late charges will apply: **€25 for the first time, €50 on the second occasion and €75 on the third where children are picked up any time after the contractually agreed time.** This late fee will have to be paid prior to utilising the After School Care facilities again. On the fourth occasion your child will no longer be permitted to use the facilities and there will be no refund of fees paid.
- Parents must inform the After School Care Manager by email/telephone if a child is ill, absent or being picked up early.  
**Number 085 877 2200**  
**E-Mail: [aftercare@kilians.com](mailto:aftercare@kilians.com)**
- The school takes no liability and responsibility for supervision of children of the After School Care group after 5.00pm. After 5.00pm this remains the sole responsibility of the parent/legal guardian as After School Care closes
- This form has to be filled in and signed by a parent or legal guardian who wishes to avail of the St. Kilian's After School Care service at the beginning of the school year/respective term. We reserve the right to refuse admittance should the form not be returned signed.

### Annual bookings – full year

Where parents wish to book their child into the After School Care programme they must complete a booking form prior to 14<sup>th</sup> August of the respective school year so that the school can plan staffing/accommodation facilities for the numbers booked. Bookings should be sent by email to [aftercare@kilians.com](mailto:aftercare@kilians.com). Payment for the related fees can be made via direct debit (once the parent is already signed up to the scheme) or in full by electronic bank transfer/Easy Payment system.

In case of non-attendance due to sickness, engagements or otherwise, no refunds will be given.