

Admissions Policy

Written by Lloyd Wells (Holiday Club Manager)

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1. XLWales Holiday Club is open to children aged 4-11 years.
2. No Child that attends the club shall receive less favourable treatment on the grounds of race, colour, ethnic or national origin, religious beliefs or disability.
3. In order to ensure fairness in the allocation of places, the following criteria will be taken into consideration:
 - While available places exist these will be allocated on a first come - first offer basis.
 - Then, first priority will be given to children of working parents/single working parents, parents who are studying, or training to re-enter the workforce.
 - Then places will be given to children who are booking for every day of the week.
 - Then siblings of children already at the Club will have priority over others.
 - Provision will be made for social services, employer or other sponsored places.
4. Places can be reserved in advance in order to secure placements although payment is required on booking. Children cannot be admitted to the Club until the parent/carer formally registers them. Parents/carers are to provide all relevant contact details and information regarding any special requirements or needs of a child.
5. Parents/carers must notify the Holiday Club Manager at the earliest opportunity if there are any changes to the children's registration details so that forms can be updated regularly.
6. Fees must be paid in advance when booking your child's place at the club. This is not refundable. In exceptional circumstances, which will be determined by the management committee, credits maybe offered.
7. If the Club is oversubscribed a waiting list will be kept and administered by the Holiday Club Manager.
8. XLWales reserves the right to refuse admission to any child whose behaviour is, in our opinion, not in the best interest of the other children's health and safety. (This course of action would only be implemented once our agreed procedures in our behaviour policy have been exhausted.)
9. Parents are required to sign a contract(consent form) confirming that they have read and understood the policies and procedures outlined in the 'Information for Parents' booklet and agreed to abide by terms and conditions of the Club.
10. Children must be fully toilet trained as none of our staff are trained to change nappies and dirty clothes. If an accident does occur then the parent/guardian will be required to change any clothing.