



**GLEBE HOUSE
SCHOOL**

**PLEASE KEEP THIS COPY AS YOUR RECORD OF SESSIONS
TO BE ATTENDED**

Child's Name:

Start Date: Year Group:

Monday: Tuesday:

Wednesday: Thursday:

Friday:

(1) I agree that I have requested the above sessions, and I acknowledge that after my child's start date I am required to:

- give one calendar months notice of any changes to sessions that I have booked, or be charged accordingly
- give two months' notice of cancellation of Nursery space, or be charged in lieu of notice.

Increase sessions can be made at short notice, subject to availability.

(2) I confirm that I would like my child to attend for the full academic year, and that I understand that this decision can only be changed annually in September. I would like my child to attend:

- **Termly**
Attend following Glebe House School term times, when charges will be made during term time for absences, but not during the holiday period. Sessions outside term time cannot be guaranteed.
- **All year**
Allowing three weeks holiday per school year, when you must give at least one calendar months notice and no charge will be made. The date for this holiday can be of your own choice, but any holiday taken in excess of three weeks will be charged.

N.B. The Nursery is closed for all Bank Holidays and short period over Christmas, dates to be confirmed each year, depending on when Christmas and New Year fall.