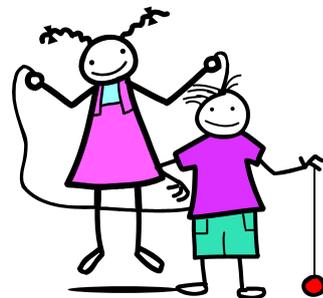


Downsend+ Summer 2019



Welcome to our Summer 2019 holiday programme for children from Reception to Year 8. We will be open from Friday 12 July to Wednesday 28 August. (closed Bank Holiday Monday 26 August) We are happy to welcome non-Downsend children to our summer programme so why not bring a friend with you to join in with our activities?

Downsend+ Days Include:

- Non-stop activities from 9.00 am - 4.00 pm on most weekdays during the school holidays (except Bank Holidays):
- Access to the ICT Suite for activities and games
- Art & Craft activities with seasonal themes
- Use of our sports hall, astroturf and fields for sports/games sessions
- Swimming twice, most days, in our 25m heated indoor swimming pool
- Food suite for cooking
- Opportunity to play board games, Xbox and Wii games together with a variety of free play options
- Table tennis, trampolines, go-karts (weather dependent) plus quiet areas for reading and relaxing with friends
- Children are welcome to bring in their bikes and scooters **but they must have a helmet**
- All children attending any Downsend+ day or course should wear old clothing, as it may get dirty or stained and sensible footwear. We ask that children do not wear heeled shoes.
- We request that children **do not** bring mobile phones, electronic devices, watches, jewellery etc. to Downsend+

Downsend+ Courses - You only pay for the course price or Downsend+ price - not both.

With a huge variety of choice, the scheme gives children access to exciting and absorbing workshops, courses and master classes by professional coaches and thrilling days out, which they would perhaps, not otherwise have tried. We hope they will make new friends, gain new skills in a relaxed and safe environment and be inspired to achieve more than they thought possible. Our main aim, however, is that they have LOTS OF FUN!

PLEASE NOTE:

All courses are individually priced and are the FULL cost for the duration of the course - no additional charges apply.

Drop off time for all morning sessions is 9.00 am, lunch is at 12.00 noon and the children will be ready for collection at 1.00 pm. However, drop off time for all off-site morning courses is 8.45 - 8.50 am to enable the minibuses to leave by 9.00am. Drop off time for all afternoon sessions is 12.00 noon when the children will have lunch, ready to start their course at 1.00 pm. Collection for afternoon courses will be at 4.00 pm. Please note some courses have earlier drop off and later collection times.

Food

Morning and afternoon snacks are provided together with a choice of lunch options for any Downsend+ morning only session, Downsend+ day or course. Tea will also be provided for children staying for the late finish.

Extended Day

For working parents, Extended Day care is provided by our early start and tea clubs providing childcare from 8.00am - 5.30pm during the holidays (at an extra charge). Children booking a late finish will be given tea.

Rebecca Peek Leader of Downsend+
01372 385 403 or 07909 861 280
Email: downsendplus@downsend.co.uk
www.downsend.co.uk



The following courses are available over the Summer Holidays 2019

Alice Holt Cycling - Age 6+

Visit Alice Holt for our exciting cycling courses this summer - cycling safely away from roads under the instruction of professional instructors, all abilities are welcome with more challenging routes for the more able. A packed lunch, drinks and snacks will be provided. **Please note all bikes and helmets will be provided by the cycling centre**

Baking - Various ages

Various baking courses will be taking place this summer for the children to create tasty treats for the whole family.

Ballet - Age 5 - 8 years

For all those children who just love to dance, come along for a fun filled and creative time with JH Ballet. Eleanor Coley will be running these dance workshops where there will be plenty of fun games, arts and crafts.

Balloon Buggy - Year 2 - 5

Build and test the speed and direction of balloon powered race cars. Opportunities for science and technology investigations and discoveries as well as teamwork and design skills.

Bekonscot Model Village and Railway - All ages

Bekonscot is the world's oldest and original model village. Take a trip on the Light Railway, this miniature railway weaves its way behind the model villages, there is over 10 scale miles of model railway track, more than 200 buildings, 3,000 inhabitants, 1,000 animals, hundreds of vehicles and many models move right before your eyes. Drinks, snacks and packed lunch will be provided.

Bike Maintenance - Age 7+

The cycle maintenance sessions will take young riders through the need to know areas of cycle upkeep and basic repairs. They can expect to learn valuable skills such as replacing a flat tyre to keeping the chain oiled. This knowledge and skill base can help get them home, should they have issues whilst out on their bikes, and reduce regular costly trips to the local bike shop! **Please bring your own bike and helmet.**

Birdworld - All ages

Children can enjoy a great day at Birdworld's beautiful parkland, daily treats including penguin feeding, a tropical aquarium, flying displays and animal handling. Drinks, snacks and a packed lunch will be provided.

British Wildlife Centre - All ages

Spend a day getting acquainted with Britain's fabulous wildlife and see them in their natural surroundings. Learn about badgers, foxes, otters, wild cats, owls, red deer and many more. A packed lunch, drinks and snacks are provided.

Creative Clay - Reception & year 1

A fun morning getting creative and messy with air drying clay.

Cycling Field Fun - All ages

A follow on course from Stabilisers Off this course is for those who can ride without stabilisers but just need more practice. Focus is on improving existing riding ability through fun obstacle courses and bike challenges whilst in the confines of the school grounds. **Please bring your own bike and helmet.**

Digital Photography - Age 8+

During this 2 afternoon course you will learn the basics of what does what on your camera, lighting, exposure and composing shots, together with how to apply the basics to your camera. Once you have learned to master these techniques, take your photos using your new skills and select your best images to create a montage! Practical help and guidance will be available at all times. **Please note: You will need to bring in your own digital camera for this course.**

Diving - Age 6+

Your chance to try something new or perfect the skills you already have. Learning head first and feet first surface dives, toes over the edge rolling into the pool, Sitting dives, Kneeling dives, Pike dives and racing dives. **Please note children must be happy to put their face in the water and be able to swim 10 Metres to take part in this course.**

Fencing - Age 6 +

Cobham Fencing Club run sessions suitable for all abilities and age groups. Plastic swords will be provided for our younger children and beginners and foils for the more able and older children to try this sport which is excellent for hand eye co ordination.

First Aid - Reception - Year 2 and Year 3+

We are delighted that Daniel Jenkins from Medrock Training will be back with us again this summer to introduce the children to the basics of First Aid.

The session for the younger children will be aimed at introducing them to the most basic functions and facets of first aid including: basic anatomy (airway, breathing), bandaging, calling 999 if they suspect someone is in need of help. The course is delivered through a series of pictograms, flash cards, child-friendly animations and cartoons, games requiring movement and participation, and battery-operated buzzers that make animal noises, and lots of prizes

The session for the older groups will consist of basic anatomy and physiology (airway, breathing, circulation), bandaging, choking, recognising injuries, summoning help, recovery position and treatment of minor complaints. The sessions will be light and informative and plenty of fun whilst learning.

Football Skills - Age 6+

This football skills course is designed to be a fun way for children to improve their existing skills in passing, dribbling and shooting through a variety of drills.

Footgolf - Age 6+

Footgolf is a combination of the popular sports of football and golf. Played with regulation No. 5 footballs, you navigate tees, greens and deal with hazards to get the ball into 21 inch diameter holes in as few shots as possible, using only your feet. **Please note: trainers must be worn for this course.**

Fun Science - Reception & Year 1

Two fun mornings designed for our youngest children to introduce them to the wonders of science!

Garsons Farm Fruit & Veg Picking - All ages

We are off to Garsons Farm, to pick the freshest fruit and vegetables, strawberries, blackberries, potatoes, peas, carrots and beans ready for the family to enjoy!

Go Ape Junior - Age 6 +

Chessington's Tree Top Junior is aimed at adventurers aged 6+ years. The safety systems are designed so that participants stay attached the whole time they are in the trees and there is no need for them to move any safety lines. A fun filled time of canopy exploring, trail blazing and obstacles for all to enjoy. You'll negotiate crossings and finish on a high (literally) with an awesome zip wire! **Please note: minimum height 1 metre for this course.**

Go - Karting - Age 8+

Fancy an afternoon whizzing around in a Go Kart? Then this is the course for you. Race your friends to finish in the fastest time.

Golf - Age 6 & 7 and 8+

This summer's golf courses will be held at The Drift Golf Club. The lessons will cover all aspects of the golf game, including putting, pitching, chipping, bunkers, full swing driving and on course play. The courses for the 6 & 7 year olds will be for 6 children maximum and the courses for the 8+ year olds will be for 8 maximum, so please book early to avoid disappointment.

Please note: Permission to play on greens will depend on level of skill achieved during lessons. Golf clubs will be provided.

Greatest Dancer - Age 8+

"Inspired by the BBC's The Greatest Dancer? Then why not come along and have great fun at our Greatest Dancer Workshop! We can put together routines to music you love and spend a few hours dancing away!

Gymkhana Day - Age 7+

Wyvenhoe Stables in Bookham is the venue for our horse riding courses. The children will have fun grooming and tacking up the horses, together with riding tuition in the indoor equestrian centre or outside in the surrounding countryside. The children will feed the ponies before tucking into a packed lunch of their own! In the afternoon there will be a fun gymkhana with rosettes. This course will be open to all abilities of riders but spaces are limited so book early to avoid disappointment. A packed lunch, drinks and snacks will be provided. **Please note: Long trousers and appropriate footwear (wellington/riding boots) must be worn.**

Hanging Baskets - All ages

A splash of summer colour to brighten the garden.

Health & Beauty - Age 7+

Eva – Marie Allen will be back with Downsend+ this summer running a course that will give the children the chance to make their own individual face masks and scrubs for hand and feet massages using natural ingredients and essential oils.

High Ashurst - Age 8+

2 separate days out to High Ashurst this summer, during the first day the children will take part in target archery, woodland skills and ropes 1. The second day will centre around climbing and high ropes 3. A packed lunch, drinks and snacks will be included. **Please note: pick up time will be 4.30pm.**

Hockey Skills - Year 2 - 4 and Year 5 - 8

Downsend Schools sports teacher Miss Ceci will be running this summer's Hockey Skills courses. During the sessions the children will be working on the body position, 3D skills, power and strength in the game, control of the ball, individual skills and game playing to put everything into practice. Learning while having fun! **Please note a mouth guard will be required.**

Hot Off The Press - Age 8+

Calling all budding journalists, a chance for you and your colleagues to produce your own *Downsend+* newspaper, interview the staff and children, write articles and take photo's, edit and print in time to hand out at the end of the course.

Horse Riding - Age 6+

Wyvenhoe Stables in Bookham is the venue for our horse riding courses. The children will have fun grooming and tacking up the horses, together with riding tuition in the indoor equestrian centre or outside in the surrounding countryside. This course will be open to all abilities of riders but, as with all riding courses, spaces are limited so book early to avoid disappointment.

Please note: Long trousers and appropriate footwear (wellington/riding boots) must be worn.

Introduction to Golf - Age 6+

Community Golf deliver a shorter and quicker format of golf that's great for kids to have fun and learn some of the basics of the game. Beginners more than welcome. The kids will use lighter clubs and softer balls, and they will aim towards fun and challenging targets! This course is based at school.

Introduction to Rookie Lifeguard - Age 8+

Participants will be introduced to the initial stages of the Rookie Lifeguard, they will be learning life saving Back Stroke, Arm Tows, Hip Tows, Elbow Tows and Spinal Injury Turns. Spotting people in difficulty and how to react, learning how to use all the different life saving equipment on the poolside together with retrieving items from the bottom of the pool and treading water whilst holding heavy items. **Please not participants will need to be able to swim 25 Metres to take part in this course.**

Introduction to Water Skiing - Age 8+

Part 1 - Safety - Based on site at Downsend - a pre requisite of this course is to demonstrate that you are able to swim 50 metres in the Downsend pool and then cover the required Health and Safety aspects of this course.

Part 2 - Half day - Cable knee boarding – this is an easy and fun way for kids to enjoy the thrill of water skiing activities. The children will learn how to balance and control a kneeboard, the easiest water ski discipline to learn. They will benefit from a slower speed offered within this session and have additional staff on hand to help their enjoyment and learning. A safety boat is also on patrol to ensure the highest levels of safety and coaching throughout. Once the children have successfully mastered the cable system on a kneeboard, they will be encouraged to learn how to wakeboard and water ski. **Please note: Drop off 7.45am.**

Part 3 - Full Day - Cable kneed boarding and wakeboarding – as per the above but, in addition, children attending a full day will receive the extra benefit of cable wakeboarding. Having completed the morning session on kneeboards, the children will spend the afternoon wakeboarding on our system 2.0 cable with one to one tuition from one of our coaches. A packed lunch and snacks will be provided. **Please note: Drop off 7.45am.**

Jewellery Making - All ages

Come and make your own jewellery to take home - from designing and making bead bracelets, to creating your own charms to add to bracelets, necklaces or even your bag! Fun and creative.

Jon Albert's Cricket - Year 4+

Mr Albert's Cricket Company will be running this summer's cricket camp. This will be a fun course over 5 sessions for children of all abilities to improve their batting, bowling and fielding through a variety of engaging drills and games. Sessions will involve match practices, nets and the use of the batting machines where appropriate. Whether you are new to cricket or want to improve your skills, come and join us.

Mini Crickets - Reception - Reception & Age 5 and Age 6 - 8

Mini Crickets is a specialist cricket coaching company run by ex Surrey County Cricket Club squad coach Jon Albert and his team of experienced qualified coaches. Fun filled cricket sessions are designed to teach the basics of fielding, batting and bowling whilst in a safe and nurturing environment. Children thoroughly enjoy learning about 'Crickety' and his many sporting and worldly experiences, where, as the basics are developed, skills become more advanced, matches more challenging and sessions geared to introducing nets and hard ball cricket.

Mini Ringos/Water Wars - Age 6+

Excitement of the downhill variety at Sandown. Sliding downhill in mini inflatable doughnuts and sledges, this will be followed by a session in the Water Wars cages to cool down. Be warned, you will get sprinkled, sprayed or perhaps soaked! **Please note: Come prepared with a change of clothes and please bring gloves.**

Miss Black's Hair & Beauty - All ages

Miss Black will be back this summer with her ever popular Hair & Beauty session. Plenty of opportunity to curl or straighten your hair, practice your make-up skills and paint your nails. **Please bring your own mascara and hair brush.**

Mountain Biking Skills - Age 7+

Following on from our Mini Cyclist course Our Mountain Bike Skills course will be run by our Alice Holt instructors and will progress on to look at more technical skills - looking at manual and wheel lifts for tackling obstacles found on the trail, dealing with tricky trail features such as rocks and roots, assured cornering and maintaining speed into corners, how to tackle drops in the trail and flying drop offs for extra style points and introduce flow into their riding. Based at school. **Please provide own bike and helmet.**

Off Road Cycling - Age 8+

Our Alice Holt Cycling instructors will be running these courses taking the children off site to practice some mountain bike skills such as balance, corners, technical terrain and looking at drops/jumps. **Please provide your own bike and helmet.**

Paint a Carafe and Glasses - Age 8+

Spend two mornings decorating glasses and a glass carafe to take home, and enjoy cooling summer drinks.

Paintballing - Age 8+

Enjoy running around in the woods firing at friends and opponents. Can you keep paint free? Why not bring your classmates, make a big group and challenge others. Lunch is provided for a day of outside fun. Please wear old clothes.

Pirate Golf - Age 6+

Pirate Island Adventure Golf is unlike any other crazy golf or mini golf course you have ever played. Spectacularly themed and festooned with obstacles including a huge pirate ship, streams, rafts, snakes and crocodiles this 18 hole putting adventure offers a proper challenge.

Pottery Animals - Age 7+

Enjoy a morning painting pottery! Learning some simple techniques to produce striking results using glaze paints, stencils and stamps. Each item will be taken away to be glazed and fired to 1000 degrees and returned beautifully packaged within a few days.

Rifle Shooting - Age 9+ - Minimum Height 1.46 M

We are off to Bisley, the headquarters of the NSRA, where target shooting has produced Olympic medallists. You will be instructed in a small group about the handling of Rifles, target shooting on the ranges and scoring.

Sayers Croft - Sayers Croft has 56 acres of woodlands, meadows, ponds and fields, join us for these 3 different outdoor activity days. Drinks, snacks and packed lunches are provided.

25 July - Age 6+

Start the day with some pond dipping to see what lurks beneath the water, follow this with some mini beast hunting and after lunch some caving!

31 July - Age 6+

The maze and blindfold trail start this fun filled day, followed by shelter building and compass trial.

19 August- Age 8+

A fun packed day starting with raft building, you will need to bring a complete change of clothes and a towel you will also need shoes that can get wet and will not fall off, old trainers are perfect - no crocs please. Once dried off the rest of the day will be spent bouldering and on the woodland ropes course.

Scuba Diving - DSD I - Age 8+

This course is designed to introduce the children to scuba diving safety procedures before getting in the water and diving! This session is designed to be very relaxed and fun, an ideal introduction to scuba diving.

Scuba Diving DSD II - Age 8+

This course is for children who have already completed the original DSD Part I Programme and would like to try some new skills and experiences. The DSD Part 2 course will expand upon their knowledge and experience gained on the first course. On the first day the children will cover diving theory refresher - setting up diving equipment, basic dive skills including regulator clearing, regulator recovery, mask clearing and octopus breathing, together with an introduction to buoyancy control. On the second day the children will continue with buoyancy control covering fin pivots, hovering and buoyancy games. Finishing with underwater photography; setting up the underwater camera, how it operates and taking photos.

Scuba Diving Seal Team - Age 8 +

The Seal Team course is the next step on from Scuba Diving DSD I and DSD II. Children will learn new scuba diving skills and learn about the aquatic realm while completing 5 fun aqua missions. Each aqua mission starts with a DVD presented by a cartoon cast of aqua mission heroes. Children complete the challenges in a real diving log book and then dive. During the dives, children learn real scuba skills and play fun underwater games.

Sculpt and light up Circuits - Year 2 - 5

Put creative talents to use and make your conductive play dough sculptures light up. Combining Science, Technology and Art to explore electrical circuits.

Singing Workshop - Age 5 - 7 years & Age 8+

We are delighted that Claire Harris will be back with us this summer and during these singing workshops Claire will be helping the children to learn and sing a variety of their favourite songs .

Sky Walk - Age 10+ - Minimum Height 1.3M

This brand new tree top course at Sandown Ski resort will see the children take part in 2 different courses. The children will be harnessed to a continuous belay system, so no unclipping. The course will feature zip lines, tyre swings, barrels crawls and rickety bridges. **Please note children must be 1.3 Meters to take part.**

Stabilisers off! - All ages

Are you nearly able to ride your 2 wheel bike, but you don't have space to fall off or practice? Then come and try our special cycling courses to perfect your balance. Please bring your own bike and helmet.

Swimming - All ages

Our Downsend School swimming instructor Miss Seivewright will be running this summers course.

Beginners - Swimming with or without a life jacket on - at times they may use floats to aid floatation but hopefully by the end of the course they should be able to swim unaided! No Guarantees! If they are confident they may try swimming in deep water. No more than 5 in a group.

Improvers - This is for children who are able to swim at least 10m on front and back. They will be introduced to the main swimming strokes and develop breathing skills. They will also be introduced to a wide range of other skills such as sculling and treading water.

Advanced - Improves stroke technique and consolidates aquatic skills along with controlled breathing. An introduction to diving and other deep water skills is also included.

Challenge - For older children who are capable of swimming at least 25m. Children will improve their stamina whilst maintaining their stroke technique. Introducing a wider range of water skills.

Swimming for Beginners - Reception+

This course is designed for non/weak swimmers and follows the guidelines of the ASA. The strokes covered are front crawl, back stroke and breast stroke. The course will be run by Anita Philips a fully qualified swim teacher with a maximum group size of 4 per session lasting for 30 intensive minutes.

Tap Dancing - Years 2 - 5

The team from J H Ballet bring you Tap Dancing - absolutely brilliant fun. Your coordination will be challenged to the maximum but it's a great feeling when you get your taps, stamps and claps all in the right order! The classes concentrate on sound and performing skills and fun sequences are learnt, featuring different rhythms, which produce great techniques. **Please provide shoe size as hire of shoes is included for this course.**

Tennis Coaching - Age 6+

This summer's tennis courses will be run by Amanda Beaumont and her team of LTA coaches and are aimed at children aged 6 - 13 years. Course will comprise of instruction on basic techniques, practice drills, match-play, together with singles and doubles tactics appropriate to age and ability. In addition, there will be plenty of fun games for all ages, with tournaments on the final morning.

Tennis for Tinies - Reception & Year 1

This course is run by Amanda Beaumont and is designed for our youngest children, to help improve ball handling skills, confidence, co ordination, agility, racket and tennis skills through lots of games and fun exercises.

Tie Dye - Duvet Cover Age 8+ Pillow Cases Age 6+

Our ever popular Tie - Dye courses will be back this summer, giving the children the opportunity to create the own original bedding.

Watersports - Age 8+

We are running water sports courses this summer based at the Aqua Sports Centre in Merstham on Mercers Lake. This is a location of outstanding natural beauty and the children will be provided with buoyancy aids and all the safety equipment they need to enjoy an exciting day of sailing, windsurfing and kayaking. Instruction in each activity will be based on the children's ability and experience and is planned to give the children a fun but challenging day on the water. A packed lunch, drinks and snacks will be provided.

Yoga - All ages

Yoga for children uses traditional poses alongside games, story telling and music to create a fun class. We will be twisting, balancing, forward and backward bending and lots more to support growing bodies, increasing concentration and relaxation skills..

Downsend+ Special Days

To take part in our Special Days, simply book as normal Downsend+ days.

Wednesday Specials

Most Wednesdays across the summer holidays Downsend+ will be transformed overnight into a different but fabulous themed world. The activities and food will reflect that particular days theme, all the staff will join in the fun by dressing up in costume to add to the authenticity of the day. If the children wish to dress up they are most welcome.

Please note: A £10 per child cancellation charge will be made for cancellation of Wednesday Special Days if made less than 10 working days in advance. In exceptional circumstances charges may be waived at the discretion of the Leaders of Downsend+.

Wednesday 17 July - OUR PLANET

Discover the wonders of our planet and the many ways we can help to preserve it!

Wednesday 24 July - CAVEMAN DAY

Step back in time to the Stone Age, come and explore the life of a caveman or cave women!

Wednesday 31 July - ARABIAN NIGHTS

Be transported to the mystical East. Enjoy a day of traditional cooking, sports, crafts, dance and much much more!

Wednesday 7 August - GREATEST SHOWMAN

'Come Alive' in Downsend Plus's greatest circus show, where 'a million dreams' will come true!

Wednesday 14 August - FRANCE

Bonjour tous le monde. Bienvenue dans la belle France!

Wednesday 21 August - PIRATES OF THE CARIBBEAN

Yo Ho Yo Ho a pirates life for me! Join the Downsend Plus crew for a swashbuckling adventure on the high seas!

Terms and Conditions



Cancellation or Alteration

If you have to cancel or alter your booking for a Downsend+ day at short notice (less than 7 days beforehand), we will usually be happy to transfer your booking to another day if space permits, but if not, you will be charged the full rate for the session booked. Cancellation of Course at short notice (less than 10 working days beforehand) will be charged in full. In exceptional circumstances charges may be waived at the discretion of the Leaders of Downsend+ and or the course supplier. Please note separate cancellation charges apply to our Wednesday Summer Special days.

Public Liability Insurance

Whilst they are taking part in activities on site or travelling in our minibus, the children are covered by our public liability insurance. Whilst under the supervision of outside tutors at off-site facilities, the children are covered by separate public liability insurances held by the various tutors, copies of which are held on file by Downsend+.

First Aid

Several of our staff are qualified first-aiders and are trained to administer first aid assistance should your child require it. The emergency services will be called if further assistance is needed. Parents should ensure that any special requirements or allergies are notified on the medical section of the application form to ensure that appropriate treatment is given when treating their child.

Medical Conditions and Treatments

Please note that it is a legal requirement under OFSTED guidelines for parents to leave clear, written guidelines and instructions for use with any medicines/inhalers or allergy treatments on arrival each day. Parents are also required to sign for the receipt of medicines on departure and to sign to acknowledge any treatments administered during the day. This also applies to all First Aid treatments.

Data Protection

The School (through the Head, as the person responsible) may, in accordance with the Provisions of the **Data Protection Act 1998** obtain, process and hold personal information about your child, including sensitive information such as medical details, in order to safeguard and promote the welfare of the child. The School may contact you from time to time for the purpose of providing information about Downsend+ and its activities. Unless we are informed in writing otherwise, all correspondence, including booking confirmation & invoice, will be sent to the email address provided on the contact form.

Minibuses and Off-Site Trips

In signing up your child for an off-site trip, please be aware that you are authorising Downsend+ staff to take them off the Downsend premises. All transport used for such trips will be fully fitted with seat belts.

Timetable Changes

In the event of poor weather, or other factors which may arise which are beyond our reasonable control, the programmes may be subject to alteration or rearrangement. We reserve the right to cancel courses which are under-subscribed, and will notify parents as soon as possible of any such cancellations or significant amendments.

Transfer from Courses to Downsend+ Day

If a child decides to transfer from a course to the Downsend+ day, you will still be charged the full rate for the course. The difference between the cost of the course and the cost of the Downsend+ day will show as a cancellation charge on your invoice.

Photography

During the activity scheme, some photographs may be taken which may be used in future publications including our website, social media sites including Facebook and Twitter. If you do NOT wish your child's image to be used in this way, please let us know. Please note that names will not be used in any publicity adjacent to photographs of children.

Drop Off and Collection Arrangements

Drop off in the morning is at 9.00 am at the Turret entrance. An Early Start option is available from 8.00 am, but this must be booked in advance so that proper staffing can be arranged. If you are unable to collect your child/children yourself, please let the Downsend+ staff know who will be collecting them, for security reasons. Your child may be collected at any time up until 5.30 pm, but if collection is after 5.30pm, for any reason, an automatic charge of £20.00 will be made. If your plans change during the day, please contact Downsend+ on 07909 861280 to advise us of alternative arrangements for collection. Collection will be at 1.00 pm after a morning session or course, or at 4.00 pm. There is then an additional charge for the late session from 4.00-5.30 pm, should parents require it, but this must be booked in advance so that proper staffing can be arranged. If for some reason you need to collect your child/children at any other time, please contact Downsend+, direct line shown below, to let staff know when you will arrive, an additional charge will be made for this facility. The school is a secure site during the activity scheme, so all external doors and gates will be locked except at the normal drop-off and collection times shown above.

Early Drop-Off and Late Collection Charge

Please note morning registration is at 9.00 am unless your child is booked in for early drop off. If you sign your child in before 8.45 am you will be charged the early start rate in full. Likewise, collection at the end of the day is at 4.00 pm. If you collect your child after 4.15 pm, the late collection charge will be levied although we will provide your child with tea. **A late collection charge will be made when children are collected after the time booked or after 5.30pm.**

Exclusion

We reserve the right to exclude or refuse any child prior to or during the holiday if in our opinion the presence of that child is incompatible with the wellbeing of others on the scheme. Bullying and poor behaviour will be dealt with appropriately as soon as it is reported. Any additional cost incurred by Downsend+ as a result of any exclusion or refusal, including damage or transport home, will be borne by parents or guardians, and no refund will be made.

Complaints Procedure

Downsend+ will do everything in its power to provide the best possible standard of care and service at all times. If, however, you are not satisfied with the service that you or your child have received, please contact the Leader of Downsend+, Rebecca Peek, on the Downsend+ direct line 01372 385403/07909 861280.