

Welcome to Edventure. We endeavour to make your experience efficient, pleasant and straight forward. Please do not hesitate to contact us if you have any questions, queries or would like to raise discussion around our terms, conditions, policies and procedures.

1. PAYMENT AND REGISTRATION:

1.1 Edventure Programmes: Booking into an Edventure Programme through the Enrolmy registration system secures a booking for the days/times selected at the time of booking. Irrespective of attendance, unless prior notice that a child will be absent is given (min 48 hours), payment is still required and is expected by the date due on the invoice.

1.2 Programmes Length:

- Edventure After School runs from 3.00-5.30pm each weekday.
- Edventure Before School runs from 7.30 - 8.30am each week day, (transport may be provided to/ from various schools upon request)
- Edventure School Holiday Programmes run from 8.00am - 5.30pm (Late pick ups may incur a fee equivalent of \$50/hour for the amount of time you are late.)

1.3 Parents/Caregivers with occasional or variable day requirements must book their known days in advance. Any changes must be communicated no less than 48 hours prior to the booked session.

1.4 Discontinued sessions: Edventure reserves the right to discontinue any child for reasons including but not limited to inappropriate behaviour and non-payment of fees.

1.5 Note: Programme costs are reviewed annually and at least one month's notice, where possible, will be given of any change in price.

1.6 Programme Policies and Procedures: By booking your child into a OSCAR Edventure programme, you are agreeing to all terms and conditions set out in the Edventure Programme Policies and Procedures. The Edventure Programme Policies and Procedures have been approved by the Ministry of Social Development and are available at Edventure programme venue or from the Edventure website homepage.

1.7 Work and Income Oscar subsidies: Applying for an Oscar subsidy is the responsibility of parents/caregivers. Edventure takes no responsibility for ensuring documents are completed or sent to Work and Income. Parents/caregivers are responsible for paying full fees if they are unsuccessful with receiving a subsidy.

2. REFUNDS:

2.1 No refund will be given where a session is missed unless Edventure has been contacted and advised of a child's absence a minimum of 48 hours before the session commences.

3. HEALTH AND SAFETY

3.1 Medical information. In the interests of the child's well-being whilst in the care of Edventure, staff must be informed of any medical or other condition affecting the child.

3.2 Edventure is not responsible for children outside of the agreed programme time or for a child making their way to and from a programme venue. Where a child is attending any Edventure programme, the 'Drop Off and Pick up', 'If a child does NOT attend when expected' and 'If a child has NOT been Collected at the End of the day' Policies & Procedures will apply.

3.3 Health and Safety Emergencies: In an emergency situation where your child/ren needs medical attention, staff will ensure that every effort possible is made to get hold of the parents/caregivers/emergency contacts. If contact is unsuccessful, I authorise any person (acting through the staff and employees of Edventure) in the event of any accident or illness to my child, to take all such steps as may be necessary for the proper treatment and care of my child (as advised by a duly qualified and registered medical practitioner).

3.4 Parents/caregivers are expected to be able to collect their child at any time if they become unwell or are identified as a health risk to other children at our programme.

3.5 Edventure OSCAR programmes are committed to the recognition and prevention of abuse of children within our programmes and the community and supports the roles of statutory agencies such as the Police and the Ministry for Vulnerable Children (Oranga Tamariki).

4. PRIVACY:

4.1 Advertising: Edventure will occasionally video / photograph sessions and may use video footage or pictures for promotional or training purposes. You agree to your child's image/s being used, unless written notification to the contrary is provided at enrolment. If any images are going to be used more widely you will be contacted and an agreement arranged.

4.2 Personal details: Edventure will not share your details with any third party without your written consent except in the case of programme approval requirements through the Ministry of Social Development.

5. GENERAL:

5.1 If your child attends a school other than the venue of the Edventure programme, I consent to my child travelling in the provided transportation with the Edventure staff member. A booster seat will be provided for children seven years and under.

5.2 Children may be transported by Edventure staff members between venues and offsite for certain activities.

5.2 Belongings: Edventure takes no responsibility for any loss or damage to children's property while in our programmes.