**PAYMENT TERMS & CONDITIONS**

**NIGHTINGALE COTTAGE**

Payment for services and receipt of registration/consent form assumes agreement to the following terms and conditions:

**Payment**

Sessions are to be paid for in half-term blocks to create consistency within the group.

The length of a half-term will vary - dates will be communicated with you in advance.

Payment for each block must be made in full before the first session of that half-term, via bank transfer.

**Missed sessions & cancellations**

Missed sessions and cancellations are non-refundable, as part of half-termly bookings.

On the very rare occasion I should cancel a session, I will contact you as soon as is reasonably practicable. The charge for this session will be taken off the following half-term’s payment. If your child is not enrolled for another half-term, a refund will be given in full.

**Timekeeping**

It is important children are dropped off at 10 am and picked up at 2 pm promptly.

Persistent late pick ups may result in a fine or your child’s place being revoked (at Nightingale Cottage’s discretion).

Nightingale Cottage reserves the right to make changes to these terms and conditions. Any changes will be clearly communicated with you.

Nightingale Cottage,

Tonbridge Road,

Shipbourne,

TN11 9PA

nightingaleckent@gmail.com