



Registration and Admission

Fees are payable in full, within the first two weeks of a new term. A whole term's notice of intention to remove a child from RAINBOW is required in writing before the first day of term. Otherwise a full term's fee will become due, regardless of your child attending Rainbow.

Children attend for 5 mornings a week 9 / 9.15am to 12.30pm, or 5 afternoons a week 1.00pm to 3.30pm, 3 terms per year each consisting of approximately 10-12 weeks. Children are accepted from the age of 2 years (depending upon the child's capacity).

All children are placed onto a waiting list. Children on the waiting list are taken in strict rotation with the exception of siblings who are given priority. Places are confirmed two terms in advance when a deposit of £500 is required, which is deductible from their first term's fee and is non-refundable.

Once a child has a confirmed place, a settling-in process begins. Each child is assigned a key worker who will be introduced to them at the trial session. This happens a term before the child is due to start, they are asked to spend a morning/afternoon with their parent/carer, with us, to get to know our routine and staff. They are also invited to attend our end of term activity.

Once they start Rainbow, which may be a staggered start, parents are encouraged to bring their child into the group and settle them at an activity with a member of staff. Once settled, they inform their offspring that they will go. Depending on individual children, staff might ask a parent to collect earlier than 12.30 or 3.30 for several days. Each child is treated as an individual, therefore, no formal settling-in process is adhered to. Parents who are anxious about their child are reassured by

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staff and given information about their child's activities and welfare whilst in the group. We do appreciate that not all children are completely toilet trained, and are happy to discuss your child's needs individually. However, in extreme circumstances a parent may be called to assist a child who maybe in distress.

We have a complete set of policy documentation available on request.

A separate registration form attached to this prospectus must be returned duly filled-in.