The XP Kids clubs will be open to children aged from 4 to 11 years old, providing the children are self-sufficient as we have no nappy changing facilities. Children will be welcomed from all social, cultural and religious backgrounds.

Admission of children with additional needs will need to be assessed on an individual basis after consultation with the parents and staff to ensure that all needs can be met within staff ratios.

Children will be admitted providing the Manager and the XP Kids office staff are confident that the Club can meet their needs without jeopardizing the service in accordance with the Disability Discrimination Act.

A child requiring further support may be admitted if a parent/carer can provide a Key Worker to work with the team and provide appropriate care whilst the child attends the After School/holiday Club. If the child requires 1:1 care the parent will be liable for this additional cost @ £30 per session.

Every effort will be made to accommodate children with additional needs.

**Bookings**

Bookings into any of the clubs can be done in several ways

* On-line at XPkids.co.uk and then by following the appropriate links on the website

XP Kids endeavour to respond to all requests within 1 working day, however, please be patient with us in busy periods. Admission to an XP Kids Club will typically be on first-come -first-served basis.

**Payments and Cancellations**

For details on how to pay, please visit our payment page at: www.xpkids.co.uk

For details on our cancellation policy, please see our terms and conditions at: www.xpkids.co.uk

**Staffing Training**

XP Kids staff are required to make observations of children as part of their training for their childcare qualifications.  This includes writing about what they see within the club and what they see the children doing.  This is recorded anonymously such as “Child A said this and Child B did this”.