ENROLMENT FORM

FunTech

STUDENT DETAILS

Name:

DOB: ___ /___ /___

School:

Email:

Mobile:

continue on separate sheet

Dyslexia [ ] Dyspraxia [ ] Autism [ ]
Other [ ] _____
please attach Ed. Psyc. / OT rpt.

Medical Conditions:

PARENT/GUARDIAN DETAILS

Name (*mother*):

Name (*father*):

Mobile (*mother*):

Mobile (*father*):

E-mail (*mother*):

E-mail (*father*):

Address (*mother*):

Address (*father*):

Postcode:

Postcode:

ENROLMENT DETAILS (Term Time)

I would like to enrol my child onto:- (*please tick*)

JUNIOR LAUNCH PAD SERIES [ ]
STEPPED APPROACH SERIES [ ]
GCSE ICT (FULL COURSE) [ ]
PROGRAMMING SERIES [ ]
'A' LEVEL COMPUTING [ ]
PRIVATE TUITION [ ]
TOUCH TYPING [ ]

AVAILABILITY
Tu [ ]
We [ ]
Th [ ]
Fr [ ]
Sa [ ]

ENROLMENT DETAILS (Holiday Camp)

Please book my child onto the following camp/s:-

CAMP: _____ DATE: ___ /___ /___

CAMP: _____ DATE: ___ /___ /___

CAMP: _____ DATE: ___ /___ /___

cancellation refunds: 28+ days 100%, 27-14 days 25%, less than 14 days 0% refund

PAYMENT DETAILS

Fees will be paid:-

TERMLY/YEARLY
(*please tick*)
CASH [ ]
CHEQUE [ ]
DEBIT/CREDIT CARD [ ]
BANK TRANSFER [ ]
STANDING ORDER [ ]
CHILDCARE VOUCHERS [ ]

MONTHLY
(*please tick*)
DEBIT/CREDIT CARD [ ]
BANK TRANSFER [ ]
STANDING ORDER [ ]
CHILDCARE VOUCHERS [ ]

1% charged on debit cards
3% charged on credit cards

AVOID LATE PAYMENT CHARGES

If you prefer not to have any late fees added to your account, then simply fill valid debit/credit card details below and if a payment is late, instead of adding a late fee to your account we will charge the outstanding amount to your card.
PLEASE TICK IF YOU WANT TO OPT FOR THIS OPTION [ ]

DEBIT / CREDIT CARD DETAILS

CARD TYPE:

NAME ON CARD:

NUMBER:

START DATE:

END DATE:

SECURITY CODE:

ADDRESS IF DIFFERENT

SIGNATURE   DATE
___ /___ /___

SIGNATURE, TERMS & CONDITIONS

Please note that one term's notice is required for withdrawal from Junior Launch Pad and Stepped Approach Series. For all other courses you are making a communitment for the full duration of the course.
I have read and accept the FunTech terms and conditions overleaf and accept the notice period stated above.

	Name	Signature	Date
Mother's			___ /___ /___
Father's			___ /___ /___

ENROLMENT FORM

Admission to FunTech

Admission to the FunTech is at the discretion of the Principal or delegates. No student may be admitted until the Enrolment Form has been completed and the terms and conditions signed by both parents or legal guardian and returned to FunTech, together with the **enrolment fee of £50**.

Tuition and Examination Fees are Non-Returnable

No reduction in fees is made in respect of absence from FunTech during any part of the official term, whether on account of illness or any other cause.

Late Arrivals, Early Departures or Missing Lessons

For students arriving late, leaving early or missing a lesson, FunTech may request that he or she take supplementary individual tuition at the rates stated below (under Catch-up Fee).

FunTech Authority

FunTech reserves right to take steps it reasonably believes to be necessary to maintain discipline, ensure safety and well-being of staff and students.
Please note that all safeguarding and complaints policy can be found online at www.funtech.co.uk or by request in writing.

Parent Consent

In the event of an emergency, both medical or evacuations, FunTech has your consent to escort your child off the premises.
For medication administration, the parent will provide in writing the following information: type of medication, how to administer, how often to administer, possible side-effects together with any other information deemed necessary. All FunTech staff are First Aid Trained.
At the end of the scheduled lesson your child is able to leave the premises unsupervised, unless the parent has put into writing that they do now wish this to be the case. All due care and attention will of course be provided at all times.

Suspension and Expulsion

FunTech reserves the right to suspend or remove any student whose attendance, work or behaviour is, in their reasonable opinion, unsatisfactory. Under such circumstances, FunTech will be under no obligation to return any fees. All safeguarding and complaints policies are available on www.funtech.co.uk

Fees

All fees are payable as stated below:-

Yearly: Fees must be paid either before or during the first two weeks of the first term.

Termly: Fees must be paid before or during the first week of term.

Monthly: First payment must be made one month prior to the commencement of the course and completed by the month stated below (under Fully Paid By). Monthly payments must be recieved into the FunTech bank account by the **5th of each month.**

Private: Fees must be paid 7 days prior to the tuition

Holiday Camps: Fees must be paid 30 days prior to the date of the camp

Late payments will be subject to an automatic £20 late fee being added to your account for each month until fees are up to date.

To avoid any late fees added to your account, simply fill valid debit/credit card details overleaf and if a payment is late, instead of adding a late fee to your account we will simply charge the outstanding amount to your card, please remember to tick the option overleaf.

Child Care Account Numbers

Ofsted Number: EY381318

All Save Limited: EY381318
Busy Bees: 53332
Care-4: 24693023
Edenred: P20445596
Imagine Co-op Care: 85011300
KiddiCare: FT0909
PES: FT0909
Sodexo: 801186
Company not listed: EY381318

Withdrawal from the Course

One term's notice is required for withdrawal from the Junior Launch Pad and Stepped Approach Series.
All other courses, you are making a commitment for the full duration of the course.

Final Note:

It is your responsibility to monitor standing order payments are being made regularly into the FunTech account.

Please contact your own bank to arrange the standing order.

FunTech Bank Details

Account Name: FunTech
Bank: Lloyds Bank SL6 1QE
Sort Code: 30-95-36
Acct. No.: 03603421
Ref.: Child's Name

COURSE	FEE	MONTHLY FEE	No. of MTHLY PAYMENTS	FULLY PAID BY	CATCH-UP FEE
JUNIOR LAUNCH PAD SERIES	£1185.00	£98.75	12	JULY	£28 per 1/2 hr.
STEPPED APPROACH SERIES	£1185.00	£98.75	12	JULY	£28 per 1/2 hr.
GCSE ICT (Full Course)	£4800.00	£240.00	20	APRIL	£35 per 1/2 hr.
PROGRAMMING (STARTER)	£2100.00	£210.00	10	JUNE	£35 per 1/2 hr.
PROGRAMMING (ADVANCED)	£2200.00	£220.00	10	JUNE	£35 per 1/2 hr.
PROGRAMMING (GAME)	£2300.00	£230.00	10	JUNE	£35 per 1/2 hr.
PROGRAMMING (MOBILE)	£2400.00	£240.00	10	JUNE	£35 per 1/2 hr.
A LEVEL (Full Course)	£8400.00	£420.00	20	APRIL	£65.00 per hr.
AS LEVEL	£4500.00	£450.00	10	JUNE	£75.00 per hr.
A2 LEVEL	£5500.00	£550.00	10	JUNE	£75.00 per hr.
PRIVATE TUITION	On application				

FunTech **Address**: 1a, The Colonnade, High Street, Maidenhead, Berlshire. SL6 1QL. **Tel.**: 01628 621215/6 **E-mail**: info@funtech.co.uk

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