

## WONDER HOLIDAY CAMP

### COVID HEALTH MEASURES

- All students and parents are required to wear a face mask upon entering and exiting our space.
- All students are required to have a daily temperature check and complete the recent health history form before arriving.
- We will provide hand sanitiser at our venue, please use upon entry and as required. All students must wash or sanitise their hands before entering the space.
- We urge you to NOT bring your child in, should he/she have a fever, cough or any other indications of being ill adhering to COVID regulations.
- All activities will adhere to the government safe distancing guidelines

### LUNCH AND SNACK:

- FULL-DAY campers will have TWO breaks, in the morning and lunchtime.
- HALF-DAY campers will have ONE break, in the morning.
- The Playhouse Workshop will provide a morning snack only for the FULL-DAY and HALF-DAY Camps.
- Students
- Please ensure your child brings their own packed lunch each day.
- To protect the safety and wellbeing of children in our care who may have severe allergies to peanuts and tree nuts. TPW has a duty of care to minimise the risk of exposure to a high-risk allergen to children and staff who are diagnosed at risk of anaphylaxis. Although we appreciate that there are many other substances that children can have severe allergic reactions to, we have made this policy specific to peanuts and tree nuts.

### REQUIREMENTS FOR CAMP

1. Complete official **registration** form. Registration form will be ready here by end of Oct.
2. A full payment as per the respective programme has to be made by due date in order to secure a spot.

Please find the payment instructions below:

Payment can be made through the following methods:

- 1) Bank transfer to POSB account no. : 405-08273-0
- 2) PayNow to 81573303

Please Whatsapp or email a screen shot for proof of payment transfer to +65-81573303 or [hello@playhouseworkshop.com](mailto:hello@playhouseworkshop.com) respectively.

# OUR TERMS AND CONDITIONS

## 1 - OUR SERVICES

Our camps are conducted, during school holidays throughout the year. We are committed to providing your child to with a fun, safe and engaging camp experience when registered.

To secure a guaranteed place in the chosen camp, we require parents/guardians to confirm their child's attendance through registration and make payment.

The ACE pillars of Awareness, Compassion, Expression are of the utmost importance to us, next to the safety of our children. Cultivating this in each child, building character is our focus, while creating opportunities for them to build and foster relationships.

### Learning journeys

As part of our holiday camp curriculum, we will organise a cross-disciplinary learning journey to a park to enhance the children's learning. The park will be based on the venue where the camp is to be held. Upon successful enrolment, The Playhouse Workshop will supply all parents/guardians with all the important details as part of a consent form which the latter will have to complete.

### Changes in venue

The Playhouse Workshop is always looking for safe and convenient spaces for our classes, mini-camps and holiday camps. We reserve the right to relocate the venue. We will give you at least a week's notice for location/venue changes.

### Privacy Policy

We respect your Privacy. We not share any of your information with any third party. The information you provide is strictly for The Playhouse Workshop's use to be in touch. At any time, please feel free to opt not to be contacted after our initial exchange.

By participating in any of our training activities, you expressly consent to the information handling practices described in our Privacy Policy. You consent to having your child/children's image/s taken and being used in digital marketing communications strictly for the promotion of The Playhouse Workshop. Should you wish for an image not to be used, please feel free to let us know this in writing.

## **2 - PRICING**

### **Class and Camp pricing**

Our fees are payable in as reflected in the respective programmes.

Fees are regularly published on The Playhouse Workshop's website

Early bird payments & Refunds, See section 3.

All guidelines as mentioned in section 3.1 apply for Early Bird payments.

### **Registration Fees**

All listed fees and charges are quoted as one lump sum. No additional; registration fee is required.

## **3 - PAYMENT AND REFUNDS**

You will be billed via email to nominated address on the registration form.

In the event that payment is not made by the due date, your registration is forfeited. You may not be able to re-register should the spot be filled.

Refunds are determined due to eligibility.

All payments are to be made via PayNow or internet banking only. In the case of a refund, we will make our best effort to process refunds within 3 business days.

### **3.1 Eligibility of a Refund**

1. A **FULL** refund (100% of paid fee) will be processed with a valid reason for withdrawal and if requested 21 days prior to the commencement of the enrolled camp date.
2. A **HALF** refund ( **50% of paid fee**) will be processed with a valid reason for withdrawal and if requested 14 days prior to the commencement of the enrolled camp date.

3. A requested for Camp fees will **NOT** be entertained if made in less than 13 days from the start of the camp date. **NO** refund will be available regardless of reason for withdrawal unless otherwise stated.
4. No refund or partial refund is available should a child not attend or miss part of a day for any other reason.

#### **4 - ATTENDANCE**

While our policy aims to be flexible, The Playhouse Workshop cannot consider changes in your child's school or personal commitments as a cause for a make-up day/session.

Should your child miss a day or part thereof, no refund or make-up day will be available.

Only participants who have registered and made full payment by due date are allowed to attend any programme.

#### **5 - ADDITIONAL POLICIES**

Goodies – Subject to change throughout the year. Goodie Packs are not for separate sale. Only issued one pack according to the program/camp they're enrolled in.

##### **How to prepare**

-fresh set of cloths

-Water bottle w/ water

Extra masks

excursions