



Wild Explorers Nature School Terms and Conditions

As parent/guardian please ensure that you have read this Terms and Conditions document. By checking the box on the enrolment form, you are confirming your full agreement to all of these terms and conditions of the Wild Explorers Nature School (referred to as WE in this document).

Enrolment: Wild Explorers Nature school includes a One Day Nature Programme and Holiday Programme. At the time of enrolment, you understand that all information and details you provide regarding the health and wellbeing of your child are true and accurate. You have provided all relevant information, and not withheld or altered any information that may affect or limit your or another child's ability to participate safely and fully, or limit a staff member from being able to safely and fully undertake their role. .

Communication: Each child grows at different rates, depths and development markers vary. Educators agree that the learning cycle is a very individual process, and depends on multiple factors within each child. WE use no blanket assessment or comparison between children for this reason. Rather, each child is recognised as being on their own journey of growth.

We encourage and value open communication. We value transparent collaboration with family, to nurture your child's holistic development.

Educators are available every morning and afternoon for you to speak to them about your child's progress. We provide an ILP for each child so that we can take notes of individual goals and their progress each term.

At the end of each day, the kids and teachers reflect together on learning. Our teaching team also gathers at the end of the day to reflect and evaluate.

Well-being and Safety Through all of its programmes WE holds the well-being and safety of each participant in paramount importance. All reasonable measures have been taken to ensure the safety of your child. If an unexpected injury or illness arises, WE will contact you and/or the appropriate medical support required promptly. By signing these Terms and Conditions, guardians agree to allow WE to call emergency services to attend if WE staff have sufficient evidence to believe your child requires such attention. All reasonable steps will be taken to ensure your child is safe. All medical costs will be solely the responsibility of the parent.

Each day, children attending our programmes must arrive prepared for the day by wearing appropriate clothing for the climate and weather. This includes a full change of clothing in their bags, comfortable shoes, a full water bottle, lunch and snacks. In summer, each child needs sun protection through appropriate clothing and a sun hat (parents can apply sunscreen prior to starting, and include additional sunscreen in children's bags). In winter, please add in extra wool or merino layers, maybe gloves and extra socks, plus a warm beanie. While the WE team monitors weather forecasts closely, please ensure your child is equipped with warm clothing, as weather and temperatures in our region can change quickly. If a child doesn't have what they need, parents will be notified immediately, and it is the parent's responsibility to come back with the necessary items for your child's health.

In a severe weather event such as flooding and or intense storms, you will be notified the night before if the session is cancelled.

Adverse Weather: WE expects the need to cancel an average of one session per term due to severe/adverse weather. While we are wanting to develop resilience in each child, we are mindful of the powerful impact weather conditions can have physically and emotionally. The decision to cancel a session is made with careful consideration based on the latest weather forecasts. Consideration is primarily focused on comfort throughout the day based on forecasted temperature, wind speed and direction, the amount of precipitation expected, and the likelihood of electrical storms.

In circumstances where weather is deemed to be adverse, transport of staff is compromised, and will significantly affect the comfort levels of the group, the session will be cancelled and families notified. WE will endeavour to communicate cancellations the night before the scheduled session, but at the very latest, parents will be notified by 7am on the day.

WE reserves the right to cancel the session, with parents being notified as above: Fees will not be altered for the first cancellation in a school term. All subsequent cancelled sessions will be credited to your family for future Wild Explorer sessions.

Drop off:

We encourage a brief familiarisation with the people and environment at each drop off. We do not encourage parents to prolong the drop off process. Our goal is that your child builds self-confidence and independence, and for this to happen they require the chance to explore and become familiar at their own pace. We also recognise that each child has different needs, and our trained staff have skills in supporting each child's transition into the day. Please let us know if your child may need greater support as they begin the sessions with us, and we will create a plan with you to support your child.

Consent to Participation: On enrolment, the Consent to Participation must be read carefully. Parents are responsible to ask any questions they have of a staff member. By signing the enrolment form, parents acknowledge and consent to their child participating. Each morning, staff share boundaries, safety rules and expectations with the group, this will also occur before new activities take place.

We regularly discuss safety rules with participants, including reminders of expectations and boundaries, and the reasons for them. We will reiterate clear boundaries, instructions and communicate expectations while children participate in experiences. If a child acts outside of the instructions given to them, then parents acknowledge their child does so at their own risk and they may be instructed to leave that activity or programme. In the same way, if a child's behaviour becomes threatening or aggressive, and staff become concerned for the safety of that child or any other participants, the Lead teacher will do everything reasonable to ensure the safety of all those involved.

To de-escalate a situation, the child may need to be physically removed from the situation, and parents may be called to collect their child. Our full Health, Well-being and Safety Policy is available to view.

Risk: WE views the health and safety of every child, staff member and visitor to our programmes with utmost importance. Staff inductions and continual training, updates of policies and planning to ensure that safety protocols govern daily routines, and that children do not experience harm. WE staff are trained in the experiences we offer. Even though WE takes all practical steps to reduce and mitigate harm, there is inherent risk in some of the experiences your child may choose to participate in. By reading and ticking the Consent to Participate box on the enrolment form, parents acknowledge this inherent risk.

WE is based on Forest Philosophy. Each child chooses what experiences they engage in, and to what level they participate. Teachers encourage students to participate at a level that increases the sphere of their comfort zone, and challenges children to assess safety and calculated risk.

WE takes all reasonable care for your child and their property during our programmes, but will not be held responsible for any loss or accidental damage to their property, nor any accidental injury associated with normal child play.

Parents are responsible for informing WE staff of specific needs their children have that may impede on their safety/the safety of others. This may include hearing impairment, developmental delays, a history or proclivity towards absconding, communication challenges (either languages spoken, or a delay in communication development), and defiant behaviour.

Privacy: Complying with the Privacy Act 2020, WE holds all personal information as confidential. Personal information will only be used for the records and operation of our

programmes. Personal information will only be shared with prior written consent from parents. Parents are welcome to review information held on your child at any time.

Data collection for training and publicity: WE continually upskills staff, both within our teaching team and in other settings. The anecdotes and notes we record of each child's learning progress is an essential part of how we impart meaningful knowledge to teachers. Information about a child will never disclose an individual's name or identifying details.

Photos, media and internet: WE reserves the right to take and use photos and videos for learning documentation, data collection and publicity purposes.

Through enrolling, parents give or do not give consent to photos and videos being taken of their child, by selecting the preference on the enrolment form. If your preference changes during your enrollment, please let us know via email.

Children's Act 2014 All employees of WE have been deemed to be suitable to work alongside children. Systems are in place so that no child will be put in a vulnerable position or at risk. Regular visitors undergo a NZ police background check.

Disclaimer: At the time of signing the enrolment form, parents confirm that they have read, understood and agreed to these Terms and Conditions. In a situation where parents or a child have not complied with these Terms and Conditions, WE reserves the right to cancel or withdraw any child's enrolment, without reimbursement.

Fees: Holiday Programme Upon enrolment to the Holiday Programme, parents will be emailed an invoice with payment instructions. Parents are responsible to check the enrolled dates on the invoice, so their child attends WE programmes on the correct days. Fees are to be paid prior to attending. NO REFUNDS, credits, or day exchanges will be made for changes or cancellations to bookings. If your child is enrolling in the One Day Nature Programme, please also read the following sections.

Fees and payments: WE Nature School Programme enrolment parents understand that WE requires a commitment for the full school term. As your child's place has been set aside for them every week during the term, their place cannot be filled by another child if you choose for your child not to attend. Therefore parents are required to pay for the full school term, and not for individual sessions.

Fees ensure WE is equipped to operate within their Health and Safety systems, and for that reason fees need to stay up to date. A sibling discount is available at 20% discount for the second sibling. %20 Sibling discount is for our term time programme only and not available for our holiday programmes.

Our holiday programme sibling discount and current term enrollments are at %10.

A 1 day trial is available so that children can have a taste of WE and is free of charge. WE fees will be emailed to parents prior to the school term beginning, and payment instructions are written on each invoice.

Payment is required within 14 days of the date of the invoice. By prior arrangement fees may be paid in weekly or fortnightly installments, please email us prior to the term starting, to arrange.

We prefer internet banking. Please discuss with us if you require a different method of payment.

At any time where a parent's obligation, including payments, are breached or unmet, WE may suspend or terminate this agreement and your child's enrolment. WE will not be liable to you for any loss or damage faced because WE has exercised rights under this clause.

A child will be automatically removed from the One Day Nature Programme roll, should their fees be overdue by 2 weeks. Failure to pay outstanding fees will result in a third party collection agency being instructed to collect the outstanding amount, as well as incurring all debt collection costs.

School terms vary each year, and from school to school. WE will set appropriate dates and inform parents in a timely manner of the operating dates each term.

Absences, withdrawals and day changes: By enrolling in a WE programme, you acknowledge and agree that you are committed to your child attending for the sessions booked. No-shows and cancellations cause a significant effect on our staff ratios and resourcing, our wait list, and administration.

Once enrolled, you have committed to and are bound to comply with our Terms and Conditions. NO REFUNDS, credits, or day exchanges will be made for changes or cancellations to bookings.

Priority: One Day Nature Programme Currently enrolled children have priority placement for the following school term, and will be given first choice to continue.. If you wish for your child to be included in the One Day Nature Programme for the following term, you will be prompted to express that to us around week 6 of the term. This allows us to make the appropriate alterations if necessary in staffing, equipment and logistics to ensure the smooth continuity of the programme.

WE will make every effort to gain a response from each family about re-enrolling. If no response is given, the space may be offered to another child. Siblings of children attending WE One Day Programme will receive priority over a new family joining WE, depending on spaces available.

Roll: WE takes the roll at the beginning of the One Day Nature Programme. This information is available to your child's school for their legal obligations around recording attendance.

If your child will be absent from their allocated WE day, you must notify your child's school through the usual process. Please also notify Stacey prior to 8am, on 02102878422.

On enrolment, a list of specified people who can collect your child has been noted. Any persons who are not allowed to collect your child are also listed. Parents/guardians are responsible for updating this information in writing, if circumstances change. Parents/guardians must personally notify the teacher in charge if someone else will collect your child at the end of the day.

Parent Involvement: WE values the depth of strengths, skills and characters in our whānau community. WE are open to one parent help at each session to add to the feeling of community. Parents often find this a real highlight, as they get a deeper understanding of what their child is experiencing at WE. At the start of the term, a Parent Helper email will be sent to parents, so that parents can indicate a date that they may like to join us. We welcome parents/family members over the age of 18 who have specific skills in bushcraft, nature experiences, local history, Māori tradition and culture, woodwork, or resources or hobbies that you are willing to share with the group. Please note that this will happen once the numbers are big enough for the need of parent helpers.

Visitors to the programme must be scheduled in advance, please email us in advance to arrange. All visitors will ensure that they will at all times be in sight of a staff member where children are present.

No parent/guardian/helper who is currently under investigation for offenses in relation to a child or young person, or has a conviction for offending against children or young persons, will be permitted to join our group for our sessions. Prior to a parent helper joining us for the day, they are emailed an outline of our daily routine, rules and guidelines.

Parent helpers sign that they are clear of any investigation or convictions, and agree to abide by WE policy. Some parents or grandparents may wish to become a regular parent helper. We welcome support with specific tasks, or throughout the day. We are also very grateful for parents who share their professional support with us.

If you would like to assist regularly, please speak to Stacey.

Donations: We are extremely grateful for parents and businesses that wish to donate or sponsor WE. This may be in advice, services, product or financial donations. We also offer a 'buy one, gift one' donation where you can sponsor a child's full term programme. As we are not government funded we rely on fees and donations from local businesses to continue running. If yourself, or you know of someone, who may be able to offer a donation or sponsor a child then please get in touch with Stacey.

Please sign below that you have read these Terms and Conditions and return to Stacey via email (scan or send a photo). Thank you

Name: _____

Date _____