<u>Home-grown in Malvern</u> Policy for Annual Holidays

All members of staff aim to give as much notice of their holidays as possible and this will usually be at least one month in advance. We do not make a charge for any holiday that we take, other than Bank Holidays, as you may need to make alternative arrangements with another childminder.

Please note: you will be charged for bank holidays in May and August if they fall on a day when your child would normally attend.

If you choose to take your holidays at a different time to ours you will be charged in full for that period and we will require at least two weeks notice -where possible.

Signed:			
Date Reviewed:			