



Service agreement on Vantaa's after-school activities in basic education

* Compulsory field

School year August 11, 2022 – June 2, 2023

Basic Education Act 628/1998

(section 8a: Morning and after-school activities)

1. CONTRACTING PARTIES

BASIC INFORMATION ON CHILD (Filled in by the guardian)

First names Last name Identity number *

Address Post code and post office

Name of school Grade

GUARDIANS (Filled in by the guardian)

Guardian 1 first name Guardian 1 last name

Guardians' identity number for invoicing

I agree to sending of an e-invoice

Address (if different from the child's) Post code and post office

Email Telephone

Guardian 2 first name Guardian 2 last name

Guardians' identity number for invoicing

I agree to sending of an e-invoice

Address (if different from the child's) Postal code and post office

Email Telephone

SERVICE PROVIDER

Organizer of the after-school activity

Name of the contact person

Address

Postal code and post office

Email

Telephone

Bank account number

Name of branch

Telephone of branch

Email of branch

Opening hours

Snack is served between: -

2. CHOOSING OPERATING TIME AND CUSTOMER FEES**2.A CHOOSING OPERATING TIME** (Filled in by the guardian)

The child begins at after-school activities, date:

Daily operating time

ends at 16:00, 100 €/month

ends at 17:00, 130 €/month

The operating time of the after-school activity is chosen for the entire school year. More on customer fees in section 2.B

2.B CUSTOMER FEES

Customer fees are 100 €/month when operating time ends at 16:00 and 130 €/month when operating time ends at 17:00.

The after-school activities customer fee can be reduced 35%, depending on the family's income level. Apply for the fee reduction on a separate form, available on the city's after-school activities website.

A full-month customer fee will be charged for August. No customer fee will be charged for potential activity days in June. If the child begins at an after-school club on the 20th day of the month or after, half of the monthly customer fee will be charged.

Customer fee during period of notice: If you terminate the agreement in January, for example, you must still pay the customer fee for both January and February.

If a child's after-school club changes within Vantaa in the middle of a calendar month or at the turn of the month, the earlier organizer of the after-school activity is not entitled to collect the fee for the following month. Overlapping customer fees will not be charged for the period of notice.

If the child cannot due to sickness participate in after-school activities on more than 10 days per calendar month, half of the monthly fee will be charged. If absence due to sickness lasts for an entire calendar month, no charge will be collected. The sickness shall be verified with a medical certificate.

If the child cannot due to another reason participate in after-school activities in an entire calendar month, half of the monthly fee will be charged. In this case, we recommend that you inform the organizer of the after-school activity in writing about the absence well in advance.

Compensations are accounted for retroactively in the customer fee for the following month.

The charge for a reminder for overdue payment is 5 €.

Customer fees are collectible. The collection charges will be collected from the customer. Late payment interest: If a customer fee is not paid by the due date, an annual late payment interest may be charged as of the due date in accordance with the Interest Act.

3. CANCELING AND ANNULING THE SERVICE AGREEMENT

The period of notice of this agreement is one calendar month. The period is calculated from the last day of the month in which the notice was given. For example, if you cancel the agreement in January, the agreement will terminate at the end of February, and the termination will enter into force on March 1.

Send the notice of termination in writing to the organizer of after-school activities as well as to the Education and Learning Department, address: Vantaan kaupunki, Kasvatus ja oppiminen, Iltapäivätoiminta, PL 1500, 01030 Vantaan kaupunki or email: iltapaivatoiminta@vantaa.fi.

The service provider can cancel the service agreement in case:

- the customer fails to pay the invoices by their due date regardless of reminders
- the customer repeatedly breaches the other terms of this agreement and does not change his or her behavior despite warnings

4.INSURANCE

The City of Vantaa has insured the child in case of accident. In addition to the after-school activity time, the insurance also covers travel directly related to the activity. In case of accident, the child is directed to a City of Vantaa health center or, if necessary, directly to a HUS (District of Helsinki and Uusimaa) hospital.

The organizer of the after-school activity is not responsible for the child's personal belongings (mobile phones or other valuables).

5. COOPERATION AND FLOW OF INFORMATION (Filled in by the guardian)

The organizer / counselor of the after-school activities shall be informed of the child's absences and temporary changes in the manner agreed together.

Phone

Text message SMS

Email

The organizers of the after-school activities are entitled to have one staff training day per school year, on which day the club is closed. The guardians will be informed of the staff training day at least two weeks in advance.

The consent of the guardian is needed for the communication of even everyday issues related to the child's wellbeing between the school and after-school club. The organizer of the after-school activity and its staff commits to not give to third party any information on the customer's privacy, financial status, or social and health welfare services.

I allow that the school's principal / class teacher / special education teacher or student welfare team (school nurse, school psychologist, school curator) and both the organizer and counselor of after-school activities may disclose to each other information required for arranging after-school activities to the child.

I do not allow any information on my child to be disclosed.

6. SIGNATURES (Invoices will be sent to the signatory)

The Service Agreement is valid for at max. one school year (11 August 2022 – 2 June 2023). By signing we commit to observe the terms and conditions of this agreement. Two copies of the agreement have been drawn, one for both parties.

Date

Guardian's signature

Print name

Signature of the organizer of the after-school activity

Print name



Confidential

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Only for the use of the service provider and counselors
(Filled in by the guardian)

CHILD'S INFORMATION

Child's first name

Child's last name

FETCHING THE CHILD

Is the child allowed to leave the after-school club alone

No

Yes, at what time:

In addition to the guardian, the following persons (name and contact information) may fetch the child. If some other person not mentioned below is to fetch the child, permission must be separately given in writing. Other issues related to fetching your child.

HOW WOULD YOU DESCRIBE YOUR CHILD? (For example, the child's strengths, what the child likes and is interested in)

The child has a decision on special support

A pedagogical assessment, plan, special support decision has been made for the child in pre-primary education

FOUNDATIONS (Grounds for special support or attached statement by the school psychologist / other expert regarding the child's need for special support)

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Only for the use of the service provider and counselors
(Filled in by the guardian)

INFORMATION FOR THE COUNSELORS (attach medical certificates)

- Special diets and food allergies
- Possible diseases, regular medication, allergies

WHAT ELSE DO YOU WANT TO POINT OUT? (For example, exceptional living arrangements)



Termination of after-school activities / Cancelling the service agreement

Appendix 2

INFORMATION

Child's first name Child's last name Identity number

Organizer of the after-school activities and club location

Feedback and greetings to the organizer of after-school activities (optional)

Date

Guardian's signature (signatory to the service agreement)

Guardian's signature

Print name

The period of notice of termination is one calendar month. The time is calculated from the last day of the month in which the notice was given. For example, if you cancel the agreement in January, the agreement will terminate at the end of February.

Send the notice of termination in writing to the organizer of after-school activities in question, as well as to the Education and Learning Department, address: Vantaan kaupunki, Kasvatus ja oppiminen, Iltapäivätoiminta, PL 1500, 01030 Vantaan kaupunki, or iltapaivatoiminta@vantaa.fi.