



Salary and Benefits

PLEASE GIVE DETAILS OF THE SALARY AND BENEFITS YOU WOULD BE OFFERING YOUR EMPLOYEE:

Maximum Weekly Rate:

Maximum Daily Rate:

Maximum Hourly Rate:

After School Pick Up Rate: Weekend Hourly Rate:

Evening Hourly Rate:

Entitled to accept Childcare Vouchers:

Any other relevant Information:

Signatures

How did you hear about JEM Childcare Solutions?

I have read and accepted the attached Terms and Conditions:

Signed: (Mother):

Father:

Print Name:

Print Name:

Dated:

Dated:

Office Use Only

Office Use Only:

Client Reference No:

Date Received:

Terms and Conditions Attached:



JEM CHILDCARE SOLUTIONS

Client Terms and Conditions of Business

FOR THE INTRODUCTION OF CHILDMINDING SERVICES TO BE DIRECTLY EMPLOYED BY THE
CLIENT

1. DEFINITIONS

1.1. In these Terms of Business the following definitions apply:

“Applicant”(Family)	means the person introduced by the Agency by the Client who will be employed directly by the client in either a Permanent or Fixed Term Contractor capacity.
“Client” (Childminder)	means the person; firm or corporate body together with any subsidiary or associated Company as defined by the Companies Act 1985 to which the Applicant is introduced;
“Agency”	means JEM Childcare Solutions of 13 Station Road Reading, Berkshire RG1 1LG
“Engagement”	means the engagement, employment or use of the Applicant by the Client or any third party on a permanent basis, whether under a contract of service or for services; under an agency, licence, franchise or partnership agreement; or any other engagement; directly or through a limited company of which the Applicant is an officer or employee
“Introduction”	means (i) the Client’s interview of an Applicant in person or by telephone, following the Client’s instruction to the Agency to search for an Applicant; or (ii) the passing to the Client of a curriculum vitæ or information which identifies the Applicant; and which leads to an Engagement of that Applicant;
“Remuneration”	includes fees, payable by the Applicant for services rendered to or on behalf of the Client.

1.2. Unless the context requires otherwise, references to the singular include the plural.

1.3. The headings contained in these Terms of Business are for convenience only and do not affect their interpretation.



Terms

1. Introduction and subsequent engagement of a person introduced by the Agency is deemed to be an acceptance of our terms of business conditions and fees and agreement to pay the appropriate fee.
2. The client must notify the Agency within 24 hours of an engagement being agreed. The fee becomes payable when the engagement has been confirmed (not when the engagement commences).
3. Introductions are confidential. Clients passing on information relating to candidates introduced to them by the Agency and resulting in subsequent employment elsewhere will be liable for the full fee.
4. The Agency acts as an introduction Agency only and whilst every care and reasonable effort is made to check the references are genuine, we strongly recommend that the client make their own enquiries and checks.
5. An introduction fee calculated in accordance with our attached fee structure will be charged in relation to any applicant engaged as a consequence of or resulting from an introduction by or through the Agency, whether direct or indirect, within 6 months from the date of the Agencies introduction.
6. If the client cancels the booking after an engagement has been agreed, but before the engagement commences, 50% of the Placement Fee will be charged.

Summary of Fees

A Registration fee of £50.00 is applicable for all permanent placements.

(this is non-refundable)

- Full time positions (30 hours and over per week) will be charged at £200.00.
- Part-time positions (under 30 Hours) will be calculated at a daily rate of £50.00 i.e. 2 day placement (£100.00).
- After-school Childminding Services will be calculated at a daily rate of £20.00.

The above are the introductory / placement fees to the Agency.

Contracts and terms of Childcare /Childminding Services and guarantees are between the Parent and the Childminder.

Signed: _____

Print Name: _____

Dated: _____

