



CHADDESLEY CORBETT ENDOWED PRIMARY SCHOOL
AND NURSERY

Registration Form

Child's Details

Date of Registration:

First name:	Surname:
Date of birth:	Current year group:

Parent/Guardian details

Title:	First name:	Surname	Title:	First name:	Surname
Home address:			Home address (if different):		
Does this child normally live at this address? Yes / No			Does this child normally live at this address? Yes / No		
Work address:			Work address:		
Home number:	Mobile number:	Work number:	Home number:	Mobile number:	Work number:
Email address:			Email address:		
Does this person have parental responsibility? Yes / No			Does this person have parental responsibility? Yes / No		
Does anyone else have parental responsibility for this child? Yes / No <i>(If yes, please provide details below)</i>					

Emergency Contact Details *(please provide details of two people we can contact if we are unable to get hold of you)*

Name:	Telephone number:	Mobile number:
Address:		Relationship to the child:
Name:	Telephone number:	Mobile number:
Address:		Relationship to the child:

Other Information

Who would normally pick up and collect your child from Holiday Club?: *Your child will only be released to people you have named on this form. Children cannot be released to siblings/friends under the age of 16.*

Please detail any additional/special needs your child has: (please provide full details)

Please detail any dietary requirements / food allergies for your child: (please provide full details)

Please give details of any health requirements that your child may have (i.e. inhaler, epipen, allergies)

Is there anything your child doesn't like (food, games etc) or is scared of?

In case of a medical emergency

Is your child up to date with their vaccinations? Yes / No

Name of Doctor:

Address:

Telephone:

Name of Dentist:

Address:

Telephone:

In an emergency, Holiday Club staff may be asked to provide information to NHS Staff regarding your child's medical history. Could you please complete and sign the statement below:

I give / do not give permission for staff at Chaddesley Corbett Endowed Primary School and Preschool to seek any necessary emergency medical advice or treatment and to discuss my child's medical history if required.

Full name of child (in capitals)

Parent / Carer name (in capitals)

Parent / Carer signature Date:

Please circle the appropriate Yes or No option

Whilst in the care of Chaddesley Corbett Endowed Primary School and Preschool Holiday club,
I give permission for my child to:

- | | | |
|--|-----|----|
| • watch films or television programmes or computer and console games that are classified U or PG | Yes | No |
| • use face paints if they wish | Yes | No |
| • go on routine outings | Yes | No |
| • be transported in a vehicle | Yes | No |
| • use outdoor play equipment in gardens, parks or playgrounds | Yes | No |
| • to watch films or computer and console games that are classified U or PG | Yes | No |
| • use face paints if they wish | Yes | No |

Terms and Conditions

- I understand that except in the case of unforeseen circumstances, places for Holiday Club should be booked in advance. Fees for Holiday Club are payable at the time of booking.
- I understand that if I have not paid in advance, I am required to pay via Parent Pay before collecting my child.
- I understand that my child will not be accepted on another occasion if payment has not been received.
- I understand that if I give more than 24 hours' notice, I will be able to cancel a Holiday Club session and carry forward my payment to a future session. Refunds will not be given.
- I understand that late or non- payment of fees will jeopardise my child's place at Holiday Club.
- I understand that the holiday club is not responsible for any of my child's personal possessions.
- I am aware that the holiday club has a duty to report any concerns to the appropriate authority.
- I give permission for a trained member of staff to administer appropriate first aid if required.
- I have read and accepted the above conditions for my child to attend the Holiday Club at Chaddesley Corbett Endowed Primary School.
- I have read and understood the information regarding use of photographs/images and videos within the Chaddesley Corbett Endowed Primary School Photographic Images of Children Policy. I understand my consent remains valid throughout my child's time at Chaddesley Corbett Endowed Primary School Holiday Club.

Signed: _____ (parent or carer)

Date: _____

Please return this copy to school.

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Please keep this copy for your records.