

Hyde Park Schools Before and After school Club

Hyde Park Road, Peverell, Plymouth PL3 4RF

Registration Form

Child's Full Name	
Address	
Date of Birth	
Child's Class	
Parent/Guardian/Carer's Name	
Work Telephone No.	
Mobile Telephone No.	
Parent/Guardian/Carer's place of work.	
Other Emergency Nos.	
Details of persons authorised to bring your child (including contact numbers) (Please note authorised persons must be over 16 years of age).	
Name of Child's Doctor	
Doctor's Address and Tel No.	

Does your child have any known medical conditions – if so, please list:									
Does your child have any non-dietary allergies – if so, please list:									
Please confirm which session/s you require your child/children to attend*									
MON		TUES		WED		THUR		FRI	
AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Signed:									
Date:									

If you wish to use childcare vouchers to pay for the Breakfast & After School Club wraparound care, could you please indicate the name of the service provider below.

* Please note that due to planned staffing levels and, as per terms and conditions (8), non-attendance will still be charged on requested sessions.

Medical Consent

I consent to:

- emergency medical attention being sought for my child if deemed necessary by staff
- first aid being administered to my child if deemed necessary by staff
- plasters being used for my child (Yes/No) (please delete)

Signed _____ Date _____

Media Permission

During the course of some Breakfast Club and After School Club activities, a camera or video camera may be available for staff and children to use. It is necessary to obtain parental permission for photographs to be taken of the children.

Please delete and sign and appropriate:

I give my permission for photos to be taken Yes/No

I give my permission for video to be taken Yes/No

Signed:..... Date:.....

Declaration

I have read the terms and conditions of Hyde Park Schools Breakfast and After School Club and agree to follow its policies and procedures.

I consent to any emergency medical treatment necessary during the running of the club. I authorise the Breakfast and After School Club staff to sign any written form of consent required by the hospital authorities if the delay in getting my signature is considered by the doctor to endanger my child's health and safety.

Signed:..... Date:.....

Print Name:.....

Hyde Park Schools

Before and After school Club

Terms and Conditions

1. All fees must be paid in advance, via Eduspot.
2. A completed registration form must be submitted before a child can be accepted into the club. The size of the club is 45 children allocated on a first come first served basis.
3. Parents must ensure that the School is notified in writing of any changes to the registration form as soon as they occur (particularly contact telephone numbers).
4. Only children that attend Hyde Park Schools will be admitted to the Breakfast and After School Club as no transfer is available to any other school or nursery.
5. The authorised person who drops off the child must sign their child into Breakfast and After School Club.
6. If your child is ill and unable to attend Breakfast and After School Club you must notify the school on 01752 746535. In order to meet our duty of care, any child that has a place in a session where they do not appear will be presumed missing and parents/guardians will be contacted.
7. Four weeks written notice must be given should you wish to cancel or alter Breakfast and After School Club arrangements.
8. If parents/carers do not wish their child to attend a session they must notify in writing at least three full working weeks in advance. Failure to do so will incur payment in full, whether sessions were attended or not.
Fees will not be waived through absence or sickness.
9. Hyde Park Schools Before and After School Club reserves the right to exclude any child from the club whose behaviour is disruptive and prevents them from providing a safe and stimulating and happy environment for other children. This option will only be used in extreme circumstances and as a last resort after extensive consultation with parents/guardians and the children concerned.

**The emergency contact telephone number for Hyde Park Schools
Breakfast and After School Club is 01752 746535**