

Registration Form

Full name of child:		Date of birth:	
Address:	Postcode:		

Parent/Carer 1			
Name:			
Address if different from the child's:			
Home Telephone:		Mobile number:	
Email Address:			
Do they have parental responsibility? YES / NO		Does the child live with this parent/carers? YES / NO	

Parent/Carer 2			
Name:			
Address if different from the child's:			
Home Telephone:		Mobile number:	
Email Address:			
Do they have parental responsibility? YES / NO		Does the child live with this parent/carers? YES / NO	

Emergency Contact 1			
Name:		Relationship to child:	
Home number:		Mobile number:	

Emergency Contact 2			
Name:		Relationship to child:	
Home number:		Mobile number:	

Password to be used if anyone else needs to collect your child in an emergency:	
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Will your child be attending another Nursery or Pre-school, if so which one?	
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Please provide any information on disabilities or medical needs that we will need to be aware of:	
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Does your child have any allergies or intolerances?	
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Start date:		Monday	Tuesday	Wednesday	Thursday	Friday
Please tick your preferred sessions:	Morning 9.00 – 12.00					
	Afternoon 12.00 – 3.00					

Additional Information			
Gender:	M/F	Ethnicity:	
Home Language:			

Consents

- ☐ I consent to my child having their photo taken. Photos may be displayed around the setting.
- ☐ Photos are also used in the child's personal learning journey and your child may appear in the background of photos in other children's folders.
- ☐ I consent to my child having sunscreen applied.
- ☐ I give consent for my child to receive emergency medical treatment, including anaesthetic/blood transfusion, as considered necessary by the medical authorities. I understand that a member of staff will accompany my child in an emergency vehicle if I or my emergency contacts are not present.

Contract

- I have read the pre-school policies and agree with them.
- I give permission for the information I have provided to be processed in accordance with the privacy policy.
- Fees are payable termly in advance by bank transfer, cash or cheque. They must be paid within 7 days from receiving the invoice unless otherwise agreed by the pre-school.
- Funding for 3 & 4 year olds cannot be altered until the beginning of the next term. If you increase your hours mid-term you will be charged for the additional hours.
- The pre-school reserves the right to disallow your child to attend any chargeable sessions if fees are unpaid. (Refer to fees and non-payment of fees policy).
- A whole half-term's notice is required to reduce chargeable hours or terminate your child's place with the pre-school, unless your child is moving up to primary school.
- Fees are applied for holidays and sick days taken during term time.
- You are required to provide a copy of your child's birth certificate.

Parent/Carer signature: _____

Date: _____

Print name: _____