

Registration form

Valid 1<sup>st</sup> September 2013 to 31<sup>st</sup> August 2014

£20 Club membership payable annually per family

Date paid

Child's full name	
Home address	
Date of birth	
Gender	
Ethnicity	
Special educational needs status	
School name	

Name of legal parents or guardian		
Home address of legal parent or guardian		
Legal parents and carers place of work and number		
In case of emergency call 1 <sup>st</sup> point of contact  Name and relationship to child		
In case of emergency call 2 <sup>nd</sup> point of contact  Name and relationship to child		

Email address	
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Details of other collectors

Name	
Address	
Contact number	

Name	
Address	
Contact number	

**ONLY THE PEOPLE NAMED ON THIS REGISTRATION FORM MAY COLLECT  
YOUR CHILDREN**

Does your child have any known medical problems?	
Does your child have any known allergies?	
Does your child have any major dislikes with regards to food?	
Is there any other information we need to be aware of the welfare of your child? For example any special needs or behaviour problems	
Do you have any other information you would like to share with us?	
Please feel free to discuss your child's development or any other concerns with a member of staff at Hebble Harlequins @ Gail & Jason's.	

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Consent information

	Yes	No
I consent to any emergency medical treatment necessary while my child is at the club		
I authorise the club's staff to sign any written consent forms required by the hospital/doctors authorities if the delay in getting my signature is considered by the doctor/hospital authorities to endanger my child's health and safety		
I give my permission for my child to go on outings		
I give permission for my child to go on public transport		
I give permission for my child to travel in the club car's All staff have relevant licence and insurance		
I give my permission for staff at the club to apply plasters to my child		
I give my permission for my child to be given paracetamol based medication and allergy medication		
I give my permission for the staff at the club to apply sun cream to my child		
I give my permission for the staff at the club to take photographs of my child. I understand that these may be displayed on the walls		
I give my permission for my child to take part in outdoor activities, for example scooters, bikes, roller boots and skate boards		
I give my permission for my child's picture to be taken to go in local paper		
I give my permission for my child's photograph to go on Hebble Harlequins @ Gail & Jason's web site		
I give my permission for my child to watch P.G films		

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## **TERMS AND CONDITIONS OF THE CLUB**

**Fees must be paid in advance**

**Fee must be paid weekly, monthly or half termly and must be paid by cash, direct debit, or voucher**

**Any outstanding fees at the end of each half term will have a charge of £30 added to the bill**

**If you fail to pay your fees in advance the club reserves the right to suspend your child until all outstanding fees are paid in full**

**Fees are set by Gail and Jason and are subject to review**

**If you no longer require a place at the club you must give 4 weeks' notice. This period must be paid for**

**All absences must be paid for whether due to holiday or ill health**

**The club will collect children from after school activities, but we must be made aware of your child's activity in advance**

**Care of the children while attending the club is the responsibility in the first instance of Gail and Jason**

**All children wishing to attend the club must have a completed registration form and paid the registration fee of £20 and the first instalment of their fee, prior to attendance. It is the parent/carer's responsibility to notify the club of any changes to the information contained in it**

**Children must be booked into the club or they will not be collected from school  
Gail or Jason must be informed of any absence at the earliest opportunity**

**Children must be collected promptly by 6pm at the latest by one of the people on the registration form or a fee will be charged**

**Reasonable behaviour is expected of all children, as well as the need to show respect and care for each other, the premises and equipment. The parent/carer may be required to pay for any deliberate damage**

**Positive action will be taken by staff to promote good behaviour. If children persist in unacceptable and disruptive behaviour, as a last resort, the club reserves the right to exclude them**

**Parents/Carers must inform their children that they may only leave the premises when accompanied by a person named on the registration form or a member of staff**

**In bad weather parents/carers must contact Gail or Jason to check whether the club is open**

**The club reserves the right to close at short notice**

**All these terms and conditions are subject to review by Gail and Jason who will try to give at least one month's notice of any changes**

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I wish to pay by: (please tick)

Direct Debit	
Vouchers	
Cash	

I wish to pay: (please tick)

Weekly in advance	
Monthly in advance	
Half termly in advance	

I have read and agreed to Hebble Harlequins @ Gail & Jason's Terms and Conditions.

Parent's name	
Parent's signature	
Date	