



REGISTRATION FORM

All children who attend Funtasia kids clubs Ltd must be registered by completing the form below. Children will be collected from school during term time by our staff and escorted to the club. Children will remain at the club until collected by the named adult registered with us. Please complete one form for each child, and complete the form in full.

Child's name in full:	
Name known by (if different from above)	
Child's Date of birth:	Child's Gender:
Home language:	
Understands/Speaks other language?:	
Names of parents or carers:	
Address:	
Postcode:	
Email Address:	Telephone:
School attended, including class at time of starting club:	
Name of parents/carers with parental responsibility or legal contact:	
Name of carer the child normally lives with:	
Parents/carers address if different from child's:	
Postcode:	

Contact details of above: *Please ensure one of these is an emergency contact no: e.g. work no or mobile.*

Day:

Emergency:

Mobile:

Email:

Memorable Password for collecting your child initially when your child first starts, or for any of the other persons on this form.

Password:

Password Hint:

Name and address of person collecting child from the club if different from above:
(Child will only be allowed to leave with the named person and must be over 18 years of age)

Name:

Relationship:

Address:

Postcode:

Telephone numbers:

Name and address of second person collecting child from the club if different from above:
(Child will only be allowed to leave with the named person and must be over 18 years of age)

Name:

Relationship:

Address:

Postcode:

Telephone numbers:

Details of child's Doctor

Name:

Address:

Postcode:

Telephone numbers:

Does your child have any known medical problems? (Please list):

Does your child have any known allergies or major dislikes (i.e. food or materials):

Are there any cultural or religious observances that you would like us to be aware of when looking after your child, for example diet, dress, religious holidays, festivals.

<p>Agree (please Tick)</p>	<p>Some of the routine activities of the club may involve visiting parks or short trips. For your child to take part in these activities you must give your permission. You will be notified WHENEVER POSSIBLE in advance of any planned trips or outings. <i>e.g. this may not apply to a short trip to the park if the weather is good and the staff feel it would be beneficial to the children.</i></p>
	<p>Some of the above activities may involve the use of a hired minibus, coach or public transport. Children who attend our before and after school clubs in term time are walked to and from the site to their schools I agree to my child taking part in the activities described above, and travelling as appropriately whenever necessary</p>
	<p>I consent to any emergency medical treatment necessary during the running of the Club. I authorise the Kids club staff to sign any written form of consent required by the hospital authorities if delay in getting my signature is considered by the doctor to endanger my child's health and safety.</p>
	<p>To take my child to Hospital if necessary and sign permission slip if life threatening condition exists which cannot wait for me</p>
	<p>To administer prescribed medication at my request, (and provided by parent/guardian) NB: the medication sheet must still be signed on a Daily basis if medication is to be given.</p>
	<p>To apply non-allergenic plasters</p>
	<p>During the summer months, I will apply a suitable sunscreen before my child arrives at school.</p>
	<p>During the summer months I will supply a named sunscreen for my child, to be kept at the club.</p>
	<p>I give Funtasia kids clubs staff permission to apply my child's sunscreen, to my child, before outdoor activities when necessary.</p>
	<p>In the event that my child does not have his/her own sunscreen at the setting I give permission for Funtasia kids clubs staff to apply an alternative SPF50+ when necessary.</p>
	<p>I will provide a named sun hat for my child.</p>
	<p>In the event of my child being allergic to sunscreen and I will provide an alternative protection.</p>
	<p>On occasions, DVDs/videos are brought into the club eg for Cinema night, some of these may have a PG rating. All are checked for suitability by staff Please indicate if you child is allowed to watch PG rating films or not.</p>
	<p>Photograph permission: I give my permission for my child to be photographed whilst taking part in activities. (I understand that the photographs may be used in displays, newsletters or the club prospectus. Some photographs may appear on our website, promotional media, Funtasia's social media pages or to be submitted to the press in the event of charity walks, fundraising events.</p>
	<p>I agree to pay childcare fees in full for the sessions i have booked/ used as per booking form or verbal Arrangement. i understand that failure to do so may result in the immediate withdrawl of childcare.</p>

Any other information you may think is relevant to your child enjoying our facility & Which will ensure we provide the appropriate level of care for your child, e.g. Behaviour patterns, likes, dislikes, and the best way to deal with the matters raised.

Does your child have any professionals involved with your child, please list and provide contact numbers.
(For example, health visitor, social worker, speech therapist)

Parent/Carer's Signature:

Parent/Carer's Name:

Date:

Would you like letters/information sent by email? Yes No

We welcome all children irrespective of ethnicity, culture or religion, home language, family background, learning difficulties, disabilities, gender or ability. The information given will help to ensure that your child has a smooth transition into our setting. It will also help us to plan and support your child during their time with us.

INFORMATION SHARING CONSENT FORM

This form gives permission for Funtasia Kids Clubs to share relevant discussions, assessments, records, reports and information with other professionals (for example speech and language therapists, physiotherapist etc) who are working with your child, in order to support and aid their development and transitions

I/We (parents/carers name)

Give consent for Funtasia Kids Clubs to share relevant information about my/our child with appropriate professionals who maybe working with him/her

Child Name:

Child's Date of Birth:

Parent/Carer's Name:

Relationship to child:

Parent/Carer's Signature:

This consent form is valid until your child ends reception class.
You have the right to withdraw your consent to share information at any time.

Date:

Consent withdrawn
Parent/Carer's Name:
Relationship to child:
Parent/Carer's Signature:
Date:

PARENTS/ FUNTASIA KIDS CLUBS CONTRACT

You must sign the following contract as the parent/carer before we are able to accept your child at Funtasia Kids Clubs

1. I have read and accept the policies and guidelines as set out in this prospectus.
2. I agree to pay my child's fees on time, one week in advance, or by arrangement with the manager.
3. I will deliver and collect my child within the stated opening and closing times, and notify staff if I am going to be late.
4. If late collecting my child I agree to pay the additional fee as stated.
5. I will inform staff if my child is going to be absent from any session due to illness or other arrangements.
6. I agree that all pre-school sessions must be paid for, regardless of whether or not my child is able to attend the session, for whatever reason.
7. I will notify staff if someone different is to collect my child. (We cannot allow children to go with anyone unknown to us.)
8. If my child seriously disrupts the Club and does not respond to reasonable attempts of correction I accept that their place may be withdrawn.
9. I agree to provide my/our National Insurance No's (Due to Inland Revenue guidelines, this is now required)
10. I understand that I am required to give half a terms notice if I wish to withdraw my Childs place.

Child Name:

Child's Date of Birth:

Parent/Carer's Name:

Relationship to child:

Parent/Carer's Signature:

Date:

PLEASE SIGN AND RETURN THIS PAGE, YOUR CHILDS REGISTRATION FORM, CONSENT FORM AND BOOKING FORM TO FUNTASIA AS SOON AS POSSIBLE BEFORE YOUR CHILD TAKES UP THEIR PLACE.