



Dunbury CE Academy Saplings afterschool Club

Registration Form

Please note that for ease of completion, this form can be requested in word form through the school office: office@dunbury.dsat.org.uk

Child's Details

Child 1 Name:	Date of Birth:
Child 2 Name:	Date of Birth:
Child 3 Name:	Date of Birth:

Parent/Carer Details

Name:			Name:		
Home Address:			Home Address:		
Does the child/children normally live at this address? Yes/No			Does the child/children normally live at this address? Yes/No		
Home No:	Mobile No:	Work No:	Home No:	Mobile No:	Work No:
Parent/carers closest to After School Club premises:					

Emergency Contact Details

(Please provide details of two people we can contact if we are unable to get hold of the above contacts)

Name:	Home No:	Mobile No:
Relationship to child/children:		
Name:	Home No:	Mobile No:
Relationship to child/children:		

About your child

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

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

Please detail any medical needs including detail of any medication: (please provide full details)

What are your child's/children's favourite activities?

Is there anything your child/children does not like (food/games)?

Are there any other adults permitted to collect your child?

Full Name	Relationship to child

Any additional information:

I give permission for a member of staff to administer appropriate first aid if required. I give permission for a member of staff to seek any necessary emergency medical advice or treatment in the event that my child/children are involved in an accident.

Signed

Date

I give permission for the named child/children to:

- Play in the school grounds
- Be part of photos to be used for promotion i.e. website/posters

Signed

Date

I give permission for the named child/children to:

- Travel in a staff car from Dunbury Infants to Dunbury Juniors to attend Saplings.
- I will provide a suitable car seat for this journey (these can be sent in with your child in the morning and stored in school)

Signed

Date

Terms and Conditions (Please keep these for your reference)

I agree to the terms and conditions listed below:

Name: _____

Signature: _____

Date: _____

- I understand that persistent late or non-payment of fees may jeopardise my child's/children's place and incur charges.
- I understand if I am late collecting my child/children at the school front door, either 4:15pm or 5:15pm, I will be charged for the next after club session.
- I understand that if I am late collecting my child/children at 5:30pm, a charge of £5 per child will be incurred every 15 minutes, starting from 5.30pm.
- I understand if my child/children remain at the club after 6:30pm, after doing everything possible to contact parents/carers and emergency contacts, the After School Club staff will be legally required to contact Dorset Social Services.
- I understand that should there be any incidents at the club, involving my child/children, I will be informed of the situation.
- I understand that my child/children will be provided with a snack and drink whilst at the club unless otherwise requested and/or I will provide a 'Tea Time Box' should I wish for my child to have more food than that which is provided.
- Once my child/children arrives at After School Club they will be in the care of the staff until collected and signed out by a named responsible adult.
- I will phone the school office to inform the club if my child/children will not be attending the club on a day they are booked in.
- I understand that should I need to contact the After School Club after 4:00pm (when the school office is closed), I will email my message on saplings@dunbury.dsat.org.uk.

I understand that this is for emergency messages only. All other messages must go through the office.

- I consent to my child/children attending this club. I understand that the club has policies and procedures, and that there are expectations and obligations relating to the conduct of myself, and my child/children and I agree to abide by them. I understand that failure to do so will mean that my child/children will no longer be able to attend the club.
- I understand that the school and After School Club staff cannot be held responsible for any lost or stolen property.
- I confirm that the information given on this form is correct and agree to notify the club of any changes.
- I have read and, in signing this form, accept the above terms and conditions for my child/children attending After School Club.