

Registration Form

Barby CE Primary School
Daventry Road, Barby CV23 8TR
Out of School Care



Child's Details	
Surname	
Forename	
Known as Forename (if different)	
Date of Birth	
Address	
Contact Telephone Number	1. Name:
Email Address	2. Name:

Attendance

Breakfast Club

Which session/s will your child be attending? (Please circle)

Monday	Tuesday	Wednesday	Thursday	Friday
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After School Club

Which sessions will your child be attending? (Please delete as appropriate)

Session 1 – 3:15 to 4:30 pm

Session 2 – 3:15 to 5:30 pm

**** Care will not be available beyond 5:30 pm, however if your child is late being picked up, you will be charged £4 for an additional hour's care.**

Monday	Tuesday	Wednesday	Thursday	Friday
Session 1	Session 1	Session 1	Session 1	Session 1
Session 2	Session 2	Session 2	Session 2	Session 2

Additional Information

Medical Information

Doctors Name & Surgery Address	
Telephone Number	
Pupil Additional/Special Need	
Pupil Medical Need	
Pupil Allergies	

Does your child have a dislike to any particular foods?	
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Emergency Contact

Parent/Carer (1)	Parent/Carer (2)
Name:	Name:
Relationship to Child:	Relationship to Child:
Address if different from the child:	Address if different from the child:
Contact Telephone Number: (1) (2)	Contact Telephone Number: (1) (2)

The name of Persons who may <u>NOT</u> collect your child from out of school club (if applicable)	
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Policies

The safety of your child is paramount whilst in the care of Barby CE Primary School. The following policies are available on our website; www.barbyceprimary.org.uk for your information:

1. Working Together to Safeguard Children 2017
2. Positive Behaviour
3. Single Equality Policy
4. E-Safety
5. Data Protection
6. Healthy Eating
7. Health & Safety
8. Charging

Parent/Carer Authorisation

- I understand that the information given on this registration form is confidential.
- I confirm that the information provided is correct and I that I will notify the school of any changes immediately as they happen.
- I agree to pay the charges immediately as they are invoiced at the end of each month.
- I agree to the Terms and Conditions (appendix 1 as detailed.)
- I have read and understood the policy documents that are available on the Barby CE Primary School website.

Signature	
Name	
Date	

Terms & Conditions

I consent for any member of Barby CE Primary School trained in First Aid to administer any necessary advice or treatment to my child during their attendance in out of school club. <i>This includes the administration of plasters.</i>	Signed:
I understand that the information provided is current and valid unless I contact the school accordingly.	Signed:
I give consent for my child to participate in games/sports activities.	Signed:
I consent to my child being taken out of school on short/local outings.	Signed:
I understand that late collection of my child, beyond 5:30pm, will result in an additional hour's charge.	Signed:
I am aware that Barby CE Primary School, in line with policies and procedures, has a duty to report suspected child abuse or neglect.	Signed:
I am aware that if out of school care has been booked but not taken (for any reason) that the fees are still payable, even if my child is absent. I will give 1 week's notice if I wish to change my session arrangements.	Signed:
I am aware that late payment of fees (more than 2 weeks after the date of invoice) will result in a £10 administration fee.	Signed:
I will inform the school immediately if my child is absent.	Signed:

General Permissions**Internet Use:**

I have read and understand the school's E-Safety Policy and, as the parent/carer, I grant permission for my child to use the internet, email and other ICT facilities whilst attending out of school care. I understand the Headteacher and care staff will take reasonable precautions to ensure that pupils cannot access inappropriate materials.

I accept that ultimately the school cannot be held responsible for the nature and content of materials accessed through the Internet and therefore accept responsibility, along with the school, for setting and conveying standards for children to follow when selecting, sharing and exploring information and media, and acknowledge that they will be deemed to be accountable for their own actions.

Food Sampling:

During our out of school activities, we may include various types of food for sampling. Children will be encouraged to try new foods but will not be forced to eat anything they do not want to. You will already have informed us of any food allergies.

Signature	
Name	
Date	