



The Canons CE Primary School

REGISTRATION FORM **(Before and After School Club)**

This form must be completed for each child before they can be accepted into 'the Club'

GENERAL INFORMATION

Name of Child:-

Name	Current Class (ie 1LW, 6TB)

MEDICAL INFORMATION

1. My child has a condition requiring regular medical treatment or medication. Yes ☐ No ☐

If yes, give brief details: _____

2. My child suffers from the following allergies (e.g. food allergies) : _____

3. Family doctor: _____ telephone: _____

Address: _____

EMERGENCY CONTACTS

Name of parent/guardian: _____ Address: _____

Telephone: Daytime: _____ Mobile: _____

Alternative emergency contact should parents/guardians not be available:

Name: _____ Relationship to child: _____

Address: _____

_____ telephone: _____ mobile: _____



Payment Information

If payments will be made via the 'Voucher Scheme'

Name of Provider _____

Declaration

Having read the information sheet, and having understood the level of supervision to be provided, I agree to my child attending the club.

I understand that all reasonable care will be taken of my child during the chosen sessions and that he/she will agree to follow all instructions given and observe all rules and routines.

I understand that if my child demonstrates behaviour likely to endanger him/herself or to others, then this will be discussed promptly by a member of staff.

I understand that children will be expected to adhere to the same standards of behaviour as is expected of them during the school day

Full name of parent or carer (print please): _____

Signed: _____ Date: _____

Information About the Child



Please keep this page for your own records

EXPLANATORY NOTES

This form serves several important functions.

1. It confirms your knowledge of and your agreement to your child's participation in the planned session.
2. It contains information about your child together with your consent to medical treatment if required.
3. It gives the supervising staff immediate information on how to contact you in an emergency.
4. If this form is not returned your child will **NOT** be allowed to join the Club.
5. If you wish to discuss the contents please contact the Office.
6. Sessions must be booked and paid for in advance by using the online booking system.
7. If your child is ill, please ensure the School is informed.
8. As per our terms and conditions once a booking is made this cannot be cancelled, amended or a refund made.
9. Data Protection. The data collected by establishments from Warwickshire County Council as the data controller, will fulfil its data protection obligations by treating all personal data, held manually and on computerised administrative systems with due care and confidentiality. Personal data will only be disclosed in accordance with the Data Protection Act 1998, and the purposes registered by Warwickshire County Council.
Data collected is used for registration and monitoring purposes, and emergency contact information.