

## **HETTY HOLIDAY CLUB**

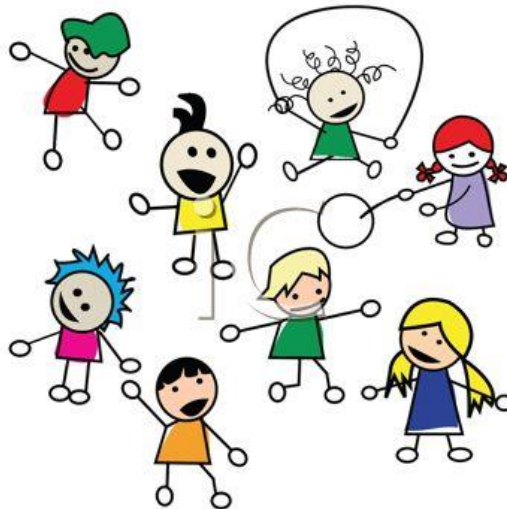
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Website: [www.hettypreschool.co.uk](http://www.hettypreschool.co.uk)

**HETTY MANAGER:** Denise Bowes



Date application submitted:

Requested start date:

**HETTY Holiday Club Registration Form**

HETTY holiday club is open five days a week during school holidays (with the exception of bank holidays and 2 weeks at Christmas) subject to enough children being registered to warrant opening.

### Hours of opening

Holiday club is open from 7.45am to 5.45pm.

Breakfast	AM/PM	Half Day	Full Day	Afternoon
8.00 - 9.00	9.00-11.45 12.25 -3.25PM	8.00-10.00pm 1.00-5.45pm	8.00-5.45pm <b>£34.00</b>	3.25-5.45pm
<b>£3.50</b>	<b>£11.00</b>  Lunch <b>£3.50</b>	<b>£17.00</b>	9.00-3.25pm <b>£24.50</b>	<b>£9.00</b>

### Fees

A 5% discount will be given for more than one child.

Full fees are payable for sessions missed through sickness, holidays or cancellations. Fees are to be paid weekly unless an agreement has been made with Mrs Bowes beforehand. Payments can be made by cash, debit card, cheque and standing order.

### Valuables

Children must not wear/bring jewellery, toys or other valuable items into HETTY.

### Attendance

If you wish to cancel your child's place at HETTY holiday club we will need notice or charges will still be made

### Child's Details

<b>Name</b>	<b>School attended</b>	<b>Current year group</b>	<b>Date of birth</b>

### Parent/Carer Details

<b>Name</b>	<b>Name</b>
<b>Relationship to child:</b>	<b>Relationship to child:</b>
<b><u>Home Address</u></b>	<b><u>Home Address</u></b>
<b>Telephone:</b>	<b>Telephone:</b>
<b><u>Work Address</u></b>	<b><u>Work Address</u></b>
<b>Telephone:</b>	<b>Telephone:</b>
<b>Mobile Number:</b>	<b>Mobile Number</b>
<b>Email Address</b>	<b>Email Address</b>

Alternative Emergency Contact Details (please provide details of at least one other person we can phone if we are not able to contact you)

<b>Name</b>	<b>Relationship to Child</b>	<b>Mobile Number</b>
<b>Address</b>		<b>Other Telephone Number:</b>

<b>Name</b>	<b>Relationship to Child</b>	<b>Mobile Number</b>
<b>Address</b>		<b>Other Telephone Number:</b>

### Details of Child's Doctor

Name of Doctor	
Address of Surgery	Telephone Number

### About Your Child

Please detail any additional/special needs:
Please detail any medical needs including details of any medication:
Please detail any <b>allergies</b> :
Please detail any dietary requirements:
Any additional information:

Religion/Faith :
Festivals/Customs observed:
Language spoken at home:

- I consent to my child attending this club. I understand that the club has policies and procedures and there are expectations and obligations relating to the conduct of myself and my child and I agree to abide by them. I understand that failure to do so will mean that my child will no longer be able to attend the club.
- I understand that my child will be provided with a snack and drink whilst at the club unless otherwise requested.
- Once my child is delivered/collected for breakfast/after school club he/she will be in the care of the staff until collected by a 'named' responsible adult. Please inform a member of staff if someone other than yourself is collecting your child.
- I will inform the school office if my child will not be attending the club on a day that he/she is booked in to the club.
- I will pay promptly for sessions even when my child does not attend, unless other arrangements have been made with Mrs Bowes.

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 is involved in a serious accident. I expect to be contacted immediately on the above telephone numbers.

Signed.....Date.....  
.....

### Terms and Conditions

- I understand that persistent late or non-payment of fees may jeopardise my child's place.
- If my child is not collected by 5.45pm I may incur an extra charge to cover the costs of the two staff who are legally required to stay. If my child has still not been collected after doing everything possible to contact parents and emergency contacts, then I understand that the after school club staff will be legally required to contact Social Care.
- I understand that staff cannot be held responsible for any lost or stolen items.
- I understand that HETTY's behaviour policy will apply to both the breakfast and after school clubs. HETTY is a time for fun, but my child should be aware of behaviour expectations. If my child chooses not to behave, this could jeopardise my child's place.
- I confirm that the information given on this form is correct and agree to notify the club of any changes in detail.
- I have read and, in signing this form, accept the above conditions for my child attending the breakfast/after school club.

I give permission for the named child to:

- play in the school grounds with supervision
- be face painted/have nails painted
- take part in individual / group photos
- for photos to be used for display purposes within HETTY
- for photos to be used for publicity, eg. newspapers

**Photographs of Children**

We often take photographs of the children during breakfast/after-school club to show what we have been up to. Such photographs would then be displayed around the setting, on our HETTY website or on promotional literature such as fliers or the local newspapers. Photographs will be stored on the system at HETTY for up to 6 years.

**Please see our data protection policy on the HETTY website ([hettypreschool.co.uk](http://hettypreschool.co.uk)) for detailed information on what information is collected and how this information is stored.**

Signature of  
Parent/Carer.....Date.....