

Fleetwood's Charity Pre School Registration Form

Full name of child

Date of birth

Name known as

Gender (male or female)

Childs NHS number ---

Name of parent(s)/carer with whom the child lives

1

Does this parent/carers have parental responsibility? Yes/No (delete)

2

Does this parent/carers have parental responsibility? Yes/No (delete)

Address

Parent 1 National Insurance number

D.O.B

Parent 2 National insurance number

D.O.B

Telephone

Mobile

**Email
address**

Name of parent/carers with whom the child does not live

Does this parent/carers have parental responsibility? Yes/No (delete)

Address

Telephone

Mobile

Email address

Does this parent/carer have legal access to the child? Yes/No (delete)

Emergency contact details

Parent 1 - Work/daytime contact number

Parent 2 - Work/daytime contact number

Any other emergency contact numbers

Name

Telephone

Mobile

Name

Telephone

Mobile

Persons authorised to collect the child (must be over 16 years of age)

Name

Relationship to
child

Telephone

Mobile

Name

Relationship to
child

Telephone

Mobile

Personal details of child

Does your child have any special dietary needs or preferences? Yes/No (delete)

How would you describe your child's ethnicity or cultural background?

What is the main religion in your family?

Are there any festivals or special occasions celebrated in your culture that your child will be taking part in and that you would like to see acknowledged and celebrated while he/she is in our setting?

What language(s) is/ are spoken at home

If English is not the main language spoken at home, will this be your child's first experience of being in an English-speaking environment? Yes/No (delete)

If so, discuss and agree with the key person how you will support your child when settling-in:

Does your child attend any other setting?

Name

Address

Which days?

Does your child have any special needs or disabilities? Yes/No (delete)

Details

Are any of the following in place for the child:

Early Years Action? Yes/No (delete)

Early Years Action Plus? Yes/No (delete)

Statement of special educational need Yes/No (delete)

What special support will he/she require in our setting?

What other information is it important for us to know about your child? For example, what they like, or what fears they may have, any special words they use, or what comforter they may need and when.

Does your child need regular prescribed medication? (This needs to be brought into Pre school and permission form signed)

Names of professionals involved with child

Name 1 _____ Role _____

Agency _____ Telephone _____

Name 2 _____ Role _____

Agency _____ Telephone _____

Name 3 _____ Role _____

Agency _____ Telephone _____

Do you have a health visitor? Yes/No (delete) _____

Name _____ Based at _____

Telephone _____

Does your family have a social care worker for any reason? Yes/No (delete) _____

Name: _____ Based at: _____

Tel: _____

What is the reason for the involvement of the social care department with your family?

NB If the child has a child protection plan, make a note here, but do not include details. Ensure these are obtained from the social care worker named above and keep these securely in the child's file.

Agreements

Name of Child: _____ Date of

Birth: _____

1. I give permission for the staff at [Fleetwood's Charity Pre School](#) to act in loco parentis in the case of a medical emergency where any delay in getting my signature is considered by a doctor to endanger my child's health and safety.

Signed _____ Date _____

2. I agree for my child to be photographed whilst at [Fleetwood's Charity Pre School](#) and for such pictures to be displayed in promoting the provision, both on paper and web site materials.

Signed _____

3. I agree for my child to be taken outside daily to garden and within the immediate locality of the setting.

Signed _____

4. I agree for my child to be taken out of [Fleetwood's Charity Pre School](#) on organised trips, outings and activities. I agree to my child being taken on public transport and carried in a vehicle covered by the Nursery insurance. (For these events, additional information will be given and parents will be notified beforehand)

Signed _____

5. I agree to allow suntan cream to be applied to my child's skin, but I understand that I must supply a cream that I know to be suitable to my child's skin.

Signed _____

6. I give/do not give (please delete) permission for insect repellent to be applied to my child during Forest sessions.

Signed _____

7. I understand that all the information I have provided here will be treated as confidential. I also understand that if a matter of safeguarding my child arises, the [Pre School](#) may need to share aspects regarding my child without my consent.

Signed _____

8. I agree not to discuss any aspects linked with [Fleetwood's Charity Pre School](#) on any internet chat rooms including Facebook.

Signed _____

Signed on behalf of [Fleetwood's Charity Pre School](#)

_____ Date _____

Contract of Child Care

I As Parent/Guardian

of.....

Wish for my child to attend the [Fleetwood's Charity Pre School](#) on the following sessions/times during **term time only starting on.....**
(Please tick attendance sessions in boxes below)

Please indicate if you wish for your child to be served a hot cooked meal at lunchtime- this is £2.30 per day
(Please tick attendance sessions in boxes below)

	Monday	Tuesday	Wednesday	Thursday	Friday
8.00-8.45am Breakfast £3					
9-12.00					
12-12.30pm					
12.30-3.30pm					
3.30-5.3 0pm After School POA					

Children can use any combination of sessions including the school before and after school care.

Fees are paid weekly or monthly in advance

I agree to pay the fees, as shown above, (subject to any annual increase) weekly or **monthly in advance** of any session that my child attends

I understand that fees are payable for every session booked, including sickness regardless of whether my child attends or not. If I wish to cancel or reduce the hours of my child's place, I will give **one calendar month's notice in writing**; otherwise I understand that I will be charged. No fees are charged when the setting is closed-

Children must be signed into [Fleetwood's Charity Pre School](#) and signed out of [Fleetwood's Charity Pre School](#) on a daily basis and the correct times added. We are responsible for them whilst they are signed into the setting.

- Children are requested not to bring toys, games and valuables into pre school. If they do, the setting is not responsible for any damage caused to or by the articles.
- Children's personal details must be updated immediately any changes occur For safety and security reasons, I understand that the setting will not release my child to someone who is not known or authorised to collect my child

I have read and understood the above list of policies and I agree that my child and I will abide by them. [Fleetwood's Charity Pre School](#) have further policies and procedures that I can view at any time; should I wish to view these I will ask a staff member.

I have read understood & accept all the above statements and charges and agree to pay them.

Signed Parent/Guardian Date.....