

# Radcliffe Primary School Breakfast / Tea Time Club

## Registration Form



### Child's Details

Date of Registration: \_\_\_\_\_

First name:	Surname:
Date of birth and current age:	First language:

### Parent/Guardian details

Title:	First name:	Surname	Title:	First name:	Surname
Home address:			Home address (if different):		
Work address:			Work address:		
Home number:	Mobile number:	Work number:	Home number:	Mobile number:	Work number:
Email address:			Email address:		

### Emergency Contact Details (please provide details of two people we can contact if we are unable to get hold of you)

Name:	Telephone number:	Mobile number:
Address:		Relationship to the child:
Name:	Telephone number:	Mobile number:
Address:		Relationship to the child:

### Child's Doctor

Name of Doctor:	
Address:	Telephone:

### About your child

Please detail any additional/special needs your child has: (please provide full details)
Please detail any dietary requirements / food allergies for your child: (please provide full details)
Is there anything your child doesn't like (food, games etc) or is scared of?

Signature of Parent/Carer \_\_\_\_\_

Date: \_\_\_\_\_



# Radcliffe Primary School Breakfast / Tea Time Club Agreement

BY ALLOWING: \_\_\_\_\_ (child's name)

## TO ATTEND THE CLUBS I UNDERSTAND AND AGREE WITH THE FOLLOWING:

In order to ensure the best care for my child I need to give the Clubs up-to-date information regarding my child's needs, especially medical conditions and dietary requirements.

That the Breakfast and Tea Time Club holds full insurance cover for accident and public liability.

That in the event of an accident or injury every effort will be made to contact me as soon as possible.

The safety and care of all children is the priority of the Clubs. However, should an accident occur which is the result of my child disregarding advice or instructions the Breakfast or Tea Time Club cannot be reasonably held responsible.

That a high standard of behaviour is expected from the children attending the Clubs. Therefore, if a child persistently misbehaves they may be given a period to 'cool down'. Continual or extremely bad behaviour will result in dismissal from the either of the Clubs or both.

That the Breakfast and/or Tea Time Club reserves the right to charge parents for any extra expenses incurred, due to disruptive behaviour.

To pay the fees at the School Office, either in cash or by cheque, and understand payment is due for all days booked even if my child does not attend apart from School closures such as School Inset Days and Bank Holidays.

That I will pay one week in advance for my child's Breakfast and/or Tea Time Club place and I will maintain a credit balance at all times or my child's place may be withdrawn.

That should I fall into arrears of *more than one week* and fail to make a payment within five days of receiving a reminder letter, the breakfast club will withdraw my child's place.

That parent / carer and emergency contact details are kept up-to-date.

## HAVING READ THE ABOVE I AGREE TO THE FOLLOWING:

I agree in the case of an accident or injury that at the discretion of the staff any of the details given on the Breakfast/Tea Time Club application form can be given to the emergency services.

In the event of an accident or emergency when I cannot be contacted, I give permission for the staff to authorise urgent medical treatment to be given where necessary on my behalf.

I agree to the terms and conditions outlined above

Name: \_\_\_\_\_ (parent / guardian)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_