

**BERRYWOOD PRIMARY SCHOOL**

**Registration Form for Berries Breakfast and After School Club**

**CONFIDENTIAL**

<b>CHILD'S FULL NAME</b>	
<b>DAYS ATTENDING BREAKFAST CLUB</b>	<b>MON.....TUES.....WED.....THUR.....FRI.....</b>
<b>DAYS ATTENDING AFTER SCHOOL CLUB</b>	<b>MON.....TUES.....WED.....THUR.....FRI.....</b>
<b>ADDRESS</b>	
<b>DATE OF BIRTH and AGE</b>	
<b>CLASSTEACHER</b>	
<b>NAME OF PARENT/CARER</b>	
<b>ADDRESS (if different from child)</b>	
<b>TELEPHONE NUMBERS</b>	
<b>Home</b>	
<b>Mobile</b>	
<b>Work</b>	
<b>NAME AND CONTACT NUMBER FOR PERSONS WITH PERMISSION TO COLLECT YOUR CHILD FROM CLUB (if different from parent/carer)</b>	
<b>DETAILS OF AT LEAST ONE LOCAL EMERGENCY CONTACT (Name, address, telephone number)</b>	
<b>DETAILS OF FAMILY DOCTOR (Name, address, telephone number)</b>	
<b>MEDICAL INFORMATION</b>	
<b>SPECIAL DIETRY REQUIREMENTS</b>	

**COMMITMENT FORM FOR BERRIES BREAKFAST AND AFTER SCHOOL CLUB**

<b>NAME OF CHILD(REN)</b>	1. ....
	2. ....
	3. ....

I understand that my child will be expected to behave according to school policy whilst attending the after school club.

I make a firm commitment to ensure my child(ren) attend(s) the club regularly.

I will pay the appropriate fee **in advance** each half term

I understand that a place cannot be secured without payment.

I will ensure that if my child attends after school club that they are collected by 5.30 pm and **6.00pm at the very latest** each evening and understand that I will be charged a late fee of £10.00 for each half hour past 6.00pm

Fees are currently £3.10 per session per child for Breakfast Club and £8.90 per sessions per child for after school club. Cheques should be made payable to HCC. Alternatively payment can be made online at [www.scopay.com/berrywood-pri](http://www.scopay.com/berrywood-pri) Please note that payment is required promptly and any late payments may incur an additional charge. Please note if payment has not been received by the end of the half term you have been invoiced for, **a late payment charge of £10.00 will be applied to your account.**

I understand that I have to give four weeks notice in writing if I no longer require a place

Signed: .....Parent/Guardian

Date: .....

Would you please identify if your child has any allergies to specific food. Please note we do **not** need to know if your child simply won't eat or does not like a particular food, we only need to know about **allergies.**

My child has food allergies (please specify .....  
.....

My child has no food allergies

In the event that my child is involved in a serious incident while at the club, I expect the Manager, or delegated member of staff, to contact me immediately on the above emergency contact number. In the event that my child requires immediate medical treatment before I will be able to get to the hospital, I hereby authorise the Manager, or delegated member of staff, to consent to emergency medical treatment on my behalf. I understand that this authorisation will remain valid unless I contact the Manager to withdraw it.

Signed ..... Parent/Guardian

Date .....

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If my child attends any extra- curricular activities, I understand that they must first sign in and get changed at Berries prior to attending the activity. I am happy for my child to make their own way to Berries at the end of the school day (except Year R and Year 1 children who will be collected by Berries staff)

Signed ..... Parent/Guardian

Date .....

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Occasionally we may take photographs of the children at Berries. We may use these images in our school prospectus or in other printed publications that we produce as well as on project boards at our school.

To comply with the data protection act 1998, we need your permission before we can photograph your child. Please could you complete the questions below:-

*Please circle  
Your answer*

I consent to my child photograph being used in school publications **Yes / no**

I consent to my child's photograph being used on school display boards **Yes / no**

Signed ..... Parent/Guardian

Date: .....

**These forms will be renewed annually**