



**Mawsley Community Primary School
Before School, After School and
Holiday Club
Registration Form**



**Mawsley Community Primary School
Before School Club Lead: Mrs Jessica McCarlie
After School Club Lead: Mrs Jessica McCarlie**

e-mail: office@mawsley.org.uk

Telephone: 01536 799182 option 3

Information recorded here is kept strictly confidential

Child's personal details:

Full name of child:

Date of Birth: (day/month/year)

Gender: Male Female

Child's Home address:

.....

.....

.....**Postcode:**

Telephone contact: Home :.....

Mobile:.....

Work:

E-mail :

July 2018

Telephone 01536 799182

Parents'/carers' details:

	Parent/Carer 1	Parent/Carer 2
Full names:		
Relationship to child:		
Home address:		
Postcode:		
Home telephone:		
Work telephone:		
Mobile:		
Email:		

July 2018

Details of persons authorised to collect child or who can be contacted in an emergency:

	Contact 1	Contact 2	Contact 3
Full name:			
Relationship to child:			
Home address:			
Postcode:			
Home telephone:			
Work telephone:			
Mobile:			
Email:			

In line with safeguarding requirements, proof of identity may be required from any person collecting. In addition, a phone call from the parent/carer to us for verbal permission, with an accurate description of the collector, is required before releasing any child to anyone other than those noted above.

Signed: Parent/carer:Date:

Signed: Club Lead.....Date :

July 2018

Child's medical information/individual needs:

Name of
doctor:.....

Name of health
visitor:.....

Doctor's surgery and
address:.....

.....

Postcode:.....

Doctor's telephone
number:.....

Known medical conditions, allergies, special dietary and health needs:

☐ Yes ☐ No

If yes, please give details:.....

.....

Details of any medication being used

.....

.....

Has your child received a tetanus injection in the last five years ?

☐ Yes ☐ No

**To the best of your knowledge has your child been in contact with any
contagious or infectious diseases, or suffered anything that may be, or
become contagious or infectious?**

July 2018

☐ Yes

☐ No

If yes, please give details.....

Any other relevant information we should be aware of? birthmark/asthma

I undertake to inform the Manager of the Mawsley CP School Before and After School Club as soon as possible of any change in medical and/or any other relevant circumstances.

Signed; Parent/carers:Date:

Signed: Club Lead.....Date :.....

Arrangements in the case of sickness and/or any emergency:

Mawsley C.P School '*Before and After School Club*' does not accept children who are unwell and we expect parents/carers to inform us on the day (or sooner) if their child will not be attending. If a child becomes unwell during their stay with us, we will contact the parent/carers at the earliest opportunity. Staff at Mawsley C.P School '*Before and After School Club*' have undertaken appropriate training to deal with an emergency.

While every attempt will be made to contact you, there may be a situation when it is deemed necessary to administer basic first aid to your child (of which a written record will be kept) and in an emergency, to call the emergency services. Please sign below giving your consent to Mawsley C.P School '*Before and After School Club*' taking such action in your absence:

July 2018

I (*print name*) give my consent to Mawsley C.P School 'Before and After School Club' administering basic first aid (of which a written record will be kept).

Signature of parent/carer:

Date:

I (*print name*) give my consent to Mawsley C.P School 'Before and After School Club' signing any written form or consent required by hospital authorities, including anaesthetic, if the delay in getting my signature is considered by the medical practitioner in attendance to endanger my child's health and safety.

Signature of parent/carer:

Date:.....

Permission for use of Sun cream

During the hot weather, please send in your child's sun lotion, clearly labelled with your child's name, for them to apply themselves.

Photographs and videos:

The issue of child safety is taken very seriously at Mawsley C.P school. This includes the use of images of pupils. These may be used for display/training purposes within the club.

Including images of children in Mawsley C.P School 'Before and After School Club' publications and on the Mawsley C.P School website can be motivating for the children involved. However, Mawsley C.P School 'Before and After School Club' has a duty of care towards children, which means that children must remain unidentifiable, reducing the risk of inappropriate contact, if images are used in this way.

We ask that parents' consent to Mawsley C.P school 'Before and After School Club' taking and using photographs and images of their children.

July 2018

Any use of pupil images at Mawsley C.P School 'Before and After School Club' is underpinned by our Online Safety Policy.

We will never include the full name of the pupil alongside an image.

Permission for Photographs and Digital Images

I consent to photographs and digital images of the child named below appearing in Mawsley C.P School printed publications or on the school website. I understand that the images will be used only for educational purposes and that the identity of my child will be protected.

I also acknowledge that the images may also be used in and distributed by other media, such as CD-ROM, as part of the promotional activities of the 'After School Club' at Mawsley C.P School.

☐ We/I give permission for my child to be photographed

☐ We/I give permission for my child to be videoed.

☐ We/I give permission for my child's photograph/video to be placed on Mawsley C.P School's website.

☐ On receipt of specific information and a separate consent for each promotional activity, we/I give permission for my child's photograph/video to be considered for external promotional activities at Mawsley C.P School 'After School Club.'

Name of child:

Name of parent /carer:

Address:

.....

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Signed: Parent/carers:Date:

Signed: After School Club Lead..... Date:

July 2018

Fees at Before and After School Club at Mawsley C.P School

The cost of each session will be:

Before School Club session: £4.00 (breakfast provided)

After School Club : £10:00 (snack provided)

Fees stated at September 2018. Fees are subject to change at any time and are also reviewed at least annually.

July 2018

Telephone 01536 799182