



Kinloch Kids Club Registration Form

General Information

Child's Full Name	
Date of Birth	
School Attended	
Primary Class	
Name of Parent/Carer	
Address (including Postcode)	
Home Phone No.	
Work Phone No.	
Mobile Phone No.	
E-mail Address (block capitals)	

Collection

Please note below, name and address of person(s) who may collect child from club
(if different from above)

	1 st Contact	2 nd Contact
Name		
Address		
Relationship to child		
Phone Number		

Emergency Contacts/GP

1. Emergency Contact Name			
Phone Number		Relationship to child	
2. Emergency Contact Name			
Phone Number		Relationship to child	
GP			
Address			
Phone Number			

Additional Information

To ensure that your child's needs are met whilst being cared for in the club, it is important that the club is provided with as much detailed information as possible. If you answer 'Yes' to any of the following questions club staff will make arrangements to have a short meeting with you to discuss what your child's needs are and how the club will meet these.

Does your child have any known medical conditions?

Yes

No

If yes, please provide the club with a brief description.

Does your child have any special dietary requirements?

Yes

No

If yes, please provide the club with further information.

Does your child have Additional Support Needs?

Yes

No

If yes, please provide the club with a brief description.

Further additional information

Consents

Some routine activities of the club may involve visits or other short trips off the premises.

Do you consent to your child taking part in these?

Yes No

Do you consent to your child undergoing any emergency medical treatment necessary during the running of the club?

Yes No

Do you authorise the club staff to sign any written form of consent required by the hospital authorities if the delay in getting your signature is considered by the Doctor to endanger your child's health and safety?

Yes No

Breakfast Club (if applicable)

To allow children to have some 'playtime' and get to their class lines on time, children in Primary 3 to 7 may leave the club at 8.45 am if they wish. **Please note that there will be no club staff supervision during this time.**

Do you give your consent to this?

Yes No

Sun Cream

Children love to play outside in the sun but sunburn in childhood increases the risk of developing skin cancer in later life. KKC want to work together with you in protecting your child from sunburn and skin cancer.

Please help us by ensuring that your child wears appropriate clothing, such as t-shirts that cover the shoulders, a hat to protect their head and sunglasses.

Please provide your child with sun cream for use whilst attending the club. If your child requires assistance to apply the sun cream, we must have permission to do so. Do you give consent to this?

Yes No

Consent for Use of Child Images

Occasionally, we may take photographs of the children in our club. We may use these images in our handbooks, portfolios or in other printed publications that we produce and on our website. We may also make video recordings of club use.

From time to time, our club may be visited by the media who will take photographs or film footage of a visiting dignitary or other event. Your child may appear in these images, which may be used in local newspapers, or in certain circumstances on television.

To comply with the Data Protection Act 1996, we need your permission before we can photograph or make any recordings of your child. Please answer questions 1 to 4 below:

1. May we use your child's photograph in printed publications that we produce? Yes No
2. May we use your child's image on our website/Social Media page?
(It is policy where images are used, names will not be provided) Yes No
3. May we record your child's image on video? Yes No
4. Are you happy for your child to appear in the media? Yes No

Please note that if your registration is accepted, this Registration Form will form the basis of your contract with the club.

I have read the above consent requests and have marked them as appropriate.

I have received and read the Club's Parent's Handbook.

Signed:

Date:

All information provided on this form will remain confidential in accordance with Kinloch Kids Club's confidentiality policy.

For Office Use Only

Received by staff member:

Name:

Date:

Child's Name added to Register, Class Lists and Fees

Allergies/Special Requirements/Additional Support/Consents Noted

E-mail Noted

Review of Registration Form

December review

Parent's signature:

Date:

June review

Parent's signature:

Date:

December review

Parent's signature:

Date:

June review

Parent's signature:

Date:

Note Details of any Changes to this Contract Below

Date:

Nature of change

Parent's signature:

Date:

Nature of change

Parent's signature:

Date:

Nature of change

Parent's signature

Date:

Nature of change

Parent's signature:

Date:

Nature of change

Parent's signature: