



REGISTRATION FORM

A: DETAILS AND HISTORY OF CHILD

Surname:		First Name:		Date of Birth	
Known as:		Sex:		Nationality:	
First Religion:		First Language:		Ethnicity	
DOCTOR	Name:		Tel No.		
	Address:			Email:	
MEDICAL HISTORY	IMMUNISATION Please advise if your child has been vaccinated against the following:				
	DTaP/IPV/Hib and Pneumococcal Conjugate vaccine {PCV}	YES / NO			
	DTaP/IPV/Hib and MenC	YES / NO			
	DTaP/IPV/Hib, MenC and PCV	YES / NO			
	Hib/MenC	YES / NO			
	MMR and PCV	YES / NO			
	DTaP/IPV or dTaP/IPV and MMR	YES / NO			
	Td/IPV	YES / NO			
	BCG	YES / NO			
	Hep B	YES / NO			
KNOWN ALLERGIES / SENSITIVITIES / INFECTIOUS ILLNESSES OR DISEASES: Please provide details:					
FOOD	Food preferences:		Food dislike:		
	Food intolerances / sensitivities:		Foodstuff forbidden by religion / culture:		
SPECIAL RELGIOUS OR CULTURAL NEEDS			OTHER SPECIAL NEEDS		

B: DETAILS OF PARENTS / GUARDIAN / CARER

MOTHER OR CARER	Name:		Tel No. {home}
	Do you have Parental responsibility for this child? Yes / No		Mobile:
	Address:		Mobile:
			Email:
	Workplace Address:		
	Occupation:		Email:
	Workplace Tel No:		Extension:

FATHER OR CARER	Name:	
	Do you have Parental responsibility for this child? Yes / No	
	Address:	
	Workplace Address:	
	Occupation:	Email:
	Workplace Tel No:	Extension:

C: Emergency contact number {OTHER THAN Parent / Guardian / Carer}

CONTACT 1	Name:		Relationship to child: DO YOU HAVE PARENTAL RESPONSIBILITIES FOR THE CHILD? YES / NO	
	Address:			
	Tel No:	mobile	Tel No:	mobile
Tel No:	home	Tel No:	work	
CONTACT 2	Name:		Relationship to child: DO YOU HAVE PARENTAL RESPONSIBILITIES FOR THE CHILD? YES / NO	
	Address:			
	Tel No:	mobile	Tel No:	mobile
Tel No:	home	Tel No:	work	

To ensure that the well-being of the children in our care is safeguarded, we have strict policies covering certain aspects of childcare. It would therefore be helpful if you could sign and date each section below in the spaces provided, that will give us appropriate authorisations. This Form will be kept in a prominent position in your child's file. Thank you for your co-operation.

D: MEDICATION & MEDICAL HELP

1. In the event of my / our child requiring a course of prescribed medication, I / we undertake to authorise this through the use of the Nursery's individual Medication Slip(s), as appropriate: Only prescribed medication with your child's name will be given.	Signature: _____ Date: _____
2. In the event of an accident, or my / our child requiring emergency medical treatment, I / we consent to a member of the Nursery staff to take the child to a GP, or hospital, as needed and seek medical advice or treatment:	Signature: _____ Date: _____

E: TRIPS & OUTINGS

I / we give consent to my / our child being taken out of the Nursery on day trips and outings:

Signature: _____ Date: _____

F: DROP-OFF & COLLECTION

The following people are authorised to drop my / our child off at the Nursery, and to collect him / her at the end of the Nursery session:

1. Name: _____ Relation to child: _____ TEL No _____
2. Name: _____ Relation to child: _____ TEL No _____
3. Name: _____ Relation to child: _____ TEL No _____
4. Name: _____ Relation to child: _____ TEL No _____

G: HUMAN RIGHTS

1. I / we understand that, on occasions, the activities in the Nursery may involve my / our child's face being painted.
I / we give our consent to this:

Signature: _____ Name : (PRINT): _____ Date: _____

2. I / we give our consent to my / our child to be photographed to be used within the Nursery, Internet and leaflets for commercial purposes.

Signature: _____ Name : (PRINT): _____ Date: _____

3. I / we give our consent to my / our child to participate in Forest School activities on and off site.

Signature: _____ Name : (PRINT): _____ Date: _____

4. I am aware that Recorded CCTV is constantly in operation within the Nursery Premises.

Signature: _____ Name : (PRINT): _____ Date: _____

H: DECLARATION

I have read and agree to the Terms and Conditions for Nursery placement for my child. I enclose a cheque {made payable to Lily's Kids Klub} for £37.00 {nursery} or £19.00 {out of school care} in respect of the Registration Fee.

Signature: _____ Name : (PRINT): _____ Date: _____

How did you find out about this Day Care Provision? _____

ATTENDANCE SCHEDULE

CHILD'S NAME:.....

COMPLETED BY:{name}{signature}{date}

NURSERY

{Please tick each relevant box}

Start Date:	Monday	Tuesday	Wednesday	Thursday	Friday
FULL DAY Time:					
MORNING Time:					
AFTERNOON Time:					

If the session you require is not listed, please see the manager.

BREAKFAST CLUB

{Please tick each relevant box}

Start Date:	Time:	Monday	Tuesday	Wednesday	Thursday	Friday	
NAME OF SCHOOL YOUR CHILD ATTENDS:							
CAN YOUR CHILD JOIN FRIENDS IN THE PLAYGROUND AT 8:45AM ?							

AFTER SCHOOL CARE

{Please tick each relevant box}

Start Date:	Time:	Monday	Tuesday	Wednesday	Thursday	Friday	
NAME OF SCHOOL YOUR CHILD ATTENDS:						TEACHER:	
WHAT TIME DOES YOUR CHILD'S SCHOOL FINISHES?						CLASS:	

6 WEEKS SUMMER HOLIDAY PLAYSHEME

{Please tick each relevant box}

	Monday	Tuesday	Wednesday	Thursday	Friday
WEEK 1					
WEEK 2					
WEEK 3					
WEEK 4					
WEEK 5					
WEEK 6	CLOSED BANK HOLIDAY				

NAME OF SCHOOL YOUR CHILD ATTENDS:



HOLIDAY PLAY SCHEME

ATTENDANCE SCHEDULE

CHILD'S NAME:

COMPLETED BY:{name}{signature}{date}

HALF-TERM

FEBRUARY

{Please tick each relevant box}

Monday

Tuesday

Wednesday

Thursday

Friday

NAME OF SCHOOL YOUR CHILD ATTENDS:

PLEASE OBTAIN ACTIVITY SCHEDULE

ALL CHILDREN ARE REQUIRED TO BRING OWN PACKED LUNCH. THEY WILL BE STORED APPROPRIATELY. FOOD CAN BE HEATED IN OUR MICROWAVE OVEN WHERE NECESSARY. UMBRELLA OR RAIN COAT SHOULD ALSO BE PROVIDED. FULL FEES ARE PAID FOR ALL SESSIONS BOOKED

EASTER

MARCH / APRIL

{Please tick each relevant box}

Monday

Tuesday

Wednesday

Thursday

Friday

WEEK 1:

WEEK 2:

NAME OF SCHOOL YOUR CHILD ATTENDS:

PLEASE OBTAIN ACTIVITY SCHEDULE

ALL CHILDREN ARE REQUIRED TO BRING OWN PACKED LUNCH. THEY WILL BE STORED APPROPRIATELY. FOOD CAN BE HEATED IN OUR MICROWAVE OVEN WHERE NECESSARY. UMBRELLA OR RAIN COAT SHOULD ALSO BE PROVIDED. FULL FEES ARE PAID FOR ALL SESSIONS BOOKED

HALF-TERM

MAY

{Please tick each relevant box}

Monday

Tuesday

Wednesday

Thursday

Friday

CLOSED
BANK HOLIDAY

NAME OF SCHOOL YOUR CHILD ATTENDS:

PLEASE OBTAIN ACTIVITY SCHEDULE

ALL CHILDREN ARE REQUIRED TO BRING OWN PACKED LUNCH. THEY WILL BE STORED APPROPRIATELY. FOOD CAN BE HEATED IN OUR MICROWAVE OVEN WHERE NECESSARY. UMBRELLA OR RAIN COAT SHOULD ALSO BE PROVIDED. FULL FEES ARE PAID FOR ALL SESSIONS BOOKED

HALF-TERM

OCTOBER

{Please tick each relevant box}

Monday

Tuesday

Wednesday

Thursday

Friday

NAME OF SCHOOL YOUR CHILD ATTENDS:

PLEASE OBTAIN ACTIVITY SCHEDULE

ALL CHILDREN ARE REQUIRED TO BRING OWN PACKED LUNCH. THEY WILL BE STORED APPROPRIATELY. FOOD CAN BE HEATED IN OUR MICROWAVE OVEN WHERE NECESSARY. UMBRELLA OR RAIN COAT SHOULD ALSO BE PROVIDED. FULL FEES ARE PAID FOR ALL SESSIONS BOOKED