



## **Trellech Primary School**

Trellech, Monmouth, Monmouthshire, NP25 4PA Tel/Fax: 01600 860395

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Headteacher: Mr Steve King BEd(Hons) NPQH

*'Living, Learning Laughing'*

**[www.trellechprimary.co.uk](http://www.trellechprimary.co.uk)**

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## **Trellech After School Kids' Club Contract and Registration Form**

Trellech Kids' Club will endeavor to provide high quality childcare, play and educational opportunities in a safe, caring and learning environment in accordance with the Club's policies and procedures which are available for inspection on request.

Each child attending the Club must first be registered using this form. Daily places must be booked and paid for in advance, please see the enclosed booking form. The charge is £5 per daily session or part of a session and will not be refunded for absences caused by sickness or any other cause save in exceptional circumstances at the sole discretion of the Playleader.

Club staff will collect children directly from Trellech school at the end of the school day and the Club will be open from 3.45 pm until 5.30 pm. Children will be delivered only to the parents or carers or the authorized persons named below. An additional charge will be payable for late collections at a rate of £2.50 for each 15 minutes or part thereof payable on collection at the discretion of the Playleader.

Please complete details overleaf:

# Trellech After School Kids' Club

## Contract and Registration Form

Name of child .....

Date of birth .....

### Name of parent or carer (*both parents if appropriate*)

Name.....

Name.....

Address

Address

.....  
.....  
.....  
.....

.....  
.....  
.....  
.....

Tel  
Home.....  
Work.....  
Mobile.....

Tel  
Home.....  
Work.....  
Mobile.....

### Additional Emergency Contacts:

Name of any other person(s) authorized to collect the child named on this form from the Club

Name.....

Tel.....

Name.....

Tel.....

### Child's Doctor's Name

.....

Address

.....  
.....

Tel.....

Does the child named on this form have any known medical problems?

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Does the child named on this form have any known allergies or major dislikes e.g. certain foods or materials?

.....  
.....

Any other relevant information that you think Club staff should be aware of?

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### **Agreement**

**I understand that my child will be collected from the school during term-time and escorted to the club, and will remain at the club until collected by a named adult as detailed above. If this involves a taxi being used I understand that it is my responsibility for making arrangements with the taxi firm and that it is my responsibility to pay separately for that service.**

**I consent to any emergency medical treatment necessary being given to my child during the running of the club. I authorise the club playcare staff to sign any written form of consent required by the hospital or other medical authorities if the delay in getting my signature is considered to endanger my child's health and safety.**

**I have completed the above to the best of my knowledge and agree to abide by the terms and conditions on this contract.**

**Signed** .....

.....

**Date** .....