



Huntington Kinder Class

Child Enrollment Application

Child Information

Full Name: _____ D.O.B: _____

Ethnicity: _____ Religion: _____

Address: _____

_____ Post Code: _____

Office Use Only: Authenticated with Passport / Birth Certificate / Other (please specify): YES

Required Sessions

	B/fast Club	AM	PM	Lunch *	All Day * (Inc Lunch)
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

***As the child's parent or legal guardian, I / we wish to enter our son / daughter into Huntington Kinder Class from the following Date (Inclusive):**

* _____

* Please note that parents / carers are required to provide children with a pack lunch for 'lunch time' sessions.

Parent / Legal Guardian / Contact 1 (primary)

Full Name: _____ Relationship to Child: _____

Address: _____

_____ Post Code: _____

Telephone Home: _____ Mobile: _____

Other (please Specify): _____

Email Address: _____

Parent / Legal Guardian / Contact 2

Full Name: _____ Relationship to Child: _____

Address: _____

_____ Post Code: _____

Telephone Home: _____ Mobile: _____

Other (please Specify): _____

Email Address: _____



Alternate Emergency Contact

Full Name: _____ Relationship to Child: _____

Telephone Home: _____ Mobile: _____

Child Pick Up Details

Name(s) of any other Individuals (beyond contact 1 or 2) who will be collecting my / our child:

Full Name: _____ Relationship to Child: _____

Full Name: _____ Relationship to Child: _____

Other Childcare Settings / Providers

Does your child currently attend any other childcare setting or providers: YES NO

If YES, please provide details: _____

Medical Details

MEDICAL INFORMATION/HEALTH REQUIREMENTS: Including Dietary Needs, allergies etc./SEN

Please confirm that your child's inoculations are up to date, particularly Tetanus: YES NO

Name, telephone No. and practice surgery of doctor: _____

Name/Telephone No. of Health Visitor: _____

Are there any other professionals involved with your child? (Speech & Language, Social Worker etc) YES NO

If yes, please provide details: _____

Declaration & Acceptance

I, as the child's parent/legal guardian:

- Have provided all the above information to the best of my knowledge and accept that Huntington Kinder Class cannot be held responsible from matters arising from any undeclared information.
- Accept that full payment of all issued invoices is settled by the due date.
- Understand that full payment is still required irrespective of non-attendance of booked sessions.
- Understand that Huntington Kinder Class require a minimum of a Half Term's notice to leave the setting. Furthermore, I also understand that if I do remove my child earlier than the stated notice period then I will continue to be liable for all outstanding booked sessions for the remaining half term on a pro-rata basis.
- Understand and accept that by signing this declaration, all verified sessions booked with Huntington Kinder Class (both now and in the future) will be considered confirmed bookings, and as such are chargeable from the stated start date for a minimum Half Term period, irrespective of attendance or early cancellation.

Parent/Guardian Signature: _____ DATE: _____



Permissions

Medical

I give the staff at Huntington Kinder Class permission to seek medical attention in the cases of an emergency for my child.

I understand that under no circumstances can the nursery staff give permission for treatment to be carried out.

Parent/Guardian Signature _____ Date _____

Pre-School Outings

On occasion we may, as part of our activities, take the children off the nursery site for them to take part in short outings such as nature walks, visits to local businesses or to schools etc. If you agree to your child taking part in such outings, then it will be necessary for you to provide your consent below.

I give permission for my child to be taken off the nursery site to take part in short outings as outlined above.

Parent/Guardian Signature _____ Date _____

PLEASE NOTE; FOR ANY MAJOR OUTINGS WE WOULD ALWAYS ASK FOR SPECIFIC CONSENT FORMS TO BE SIGNED. IF THIS IS THE CASE YOU WILL BE NOTIFIED IN GOOD TIME.

Tapestry – Online journal

During your child's time at nursery; digital media, along with written / typed up observations, will be processed by members of staff to showcase the range of activities your child has been involved with and will assist with assessing their stage of development. This information and data will be uploaded on an ongoing basis to the fully secure, and password protected, online learning Tapestry system, which you will have access to, for you to view at your leisure.

All such observations and data will be processed by staff in accordance with strict policies and procedures, such as the working from home policy and the mobile and tablet acceptable use policy etc. Please note that all policies are available for you to view at any time.

Clearly it is your right to remove permission, or to not to provide it in the first instance, to any of the above at any time, therefore should you wish to have your child excluded from the online tapestry programme then please inform the manager and this will be addressed immediately. Please note that all data is handled in accordance with the Data Protection Act 1998.

I **DO** **DO NOT** wish for my child to be included in the online tapestry system and therefore provide permission and acceptance of digital media and data being processed in accordance with the policies of Huntington Kinder Class, all of which have been made available to me to view.

Social, Website and Print Media

On occasion we may share images, or digital media content, of the children, and the activities we have taken part in, via our various, and always public, social media platforms, our Huntington Kinder Class website and, or, any company printed material for promotional purposes.

I **DO** **DO NOT** provide permission for my child's images, digital media or otherwise, to be used in this way.

Go Paperless

As part of our continuing efforts and commitment to lower our carbon footprint; Huntington Kinder Class would prefer to issue all future correspondence, such as invoices and receipts etc., via email where possible.

I am happy to go paperless where possible I would prefer to receive hard paper copies of all future correspondence

Parent/Guardian Signature _____ Date _____