

LINDEES Ltd

Breakfast, After school and Holiday club,
Address for mailing :- 3 Woodlea, St.Albans, Herts, AL2 3EZ.

Email:- lindees@hotmail.com Tel:- 07894 137416 web- www.lindees.co.uk

LINDEES AFTER SCHOOL AND BREAKFAST CLUB REGISTRATION FORM

Monday	Tuesday	Wednesday	Thursday	Friday	Pick up. Please circle.	
					After school	Before 5.15pm or After 5.15pm
					Breakfast club	

CHILD'S FULL NAME.....School.....

DATE OF BIRTH: AGE:.....

ADDRESS:

HOME PHONE NUMBER: Email

CONTACT DETAILS:

Mothers Full Name:

Home telephone no (if different to above):

Telephone no (work): (mobile):

Fathers Full Name:

Home telephone no (if different to above):

Telephone no (work):(mobile).....

1st Emergency contact

Name & Relationship to child:.....

Telephone no:

CHILD'S DOCTOR

Doctors name & surgery:

Doctors contact Number:

Does the child have any medical problems/ allergies?

Does the child have any dietary needs?

Any other information?

• I consent to emergency medical treatment necessary during the running of the club and authorize any staff to sign any form of consent required by medical staff, if a delay in getting my signature could endanger the child's Health or Safety. Y / N

• I have read the Health policy and understand the procedures if my child needs medication whilst at the club. Y / N

• I consent to my child traveling in the mini bus or cars for being transported to and from club and for outings. Y / N

- The club may take photographs of my child for activities or events, from time to time. I consent to this. Y / N.
- I/we agree to abide by the terms and conditions set out by LINDEES club. Y / N
- I/we have read and understand LINDEES policies and procedures which are stated below. Y/N

Comments:

.....

Parents signature):

Name (please print):Date.....

How will you pay? Please circle one:- **BACS** **Vouchers** **Cash** **Chip & Pin**

If paying by vouchers please state which ones.....

Terms and Conditions

Our **After School Club** fees are **£15.00** per session which finishes at 5.20pm or **£22.50** to 6.15pm and are paid monthly in advance by standing order. There is a 10% discount for siblings. There will be no refunds for sickness or holidays. It is also your responsibility to inform the club of any absences due to illness or holidays so that appropriate steps can be taken and staff picking up can be notified. Also if your child comes an extra day it is your responsibility to inform us and the school. If there is no notification we will leave your child with the school.

Breakfast club fees are **£6.50** per morning with a one off **£10.00** family registration fee which is not refundable. **Please be aware you will need to give 4 weeks notice to cancel your place, Holidays will not be included in the four weeks.**

Privacy statement-

How information about you will be used: We do not pass your information onto any third party unless in the event of a safeguarding concern or medical emergency

Healthy Eating

LINDEES after school club will adopt a policy that will ensure that the food and drink provide the children with a tasty healthy tea. All dietary needs will be provided for.

Behaviour

LINDEES after school club policy is to aim to create an environment that encourages acceptable behaviour from everyone. Children will be encouraged and praised for positive behaviour.

Heath Policy

All cases of sickness and diarrhoea the child must be kept at home. No medicine, i.e. calpol, cough linctus will be administered unless on prescription. The child has to have been taking the medicine for at less 24 hour period prior to club staff administering it.

As a parent you will be responsible for supplying LINDEES with any medical equipment on a regular basis e.g. Asthma or Eppi pens etc that your child may require.

It is also your responsibility to inform the club of any absences due to illness so that appropriate steps can be taken. If your child has been hospitalized for any reason, it is at the club manager's discretion as to whether your child is able and well enough to attend club.