

PALS Breakfast & After School Club Registration Form

Childs Full Name Also Child's preferred name	Unique ID	Date of Birth
School Attended	MALE or FEMALE	
Childs home address		
Parent / Guardian names		
Home telephone number	Ethnicity	Religion
Language spoken at home		
Parent / Guardian details		
1 st Contact Name	2 nd Contact Name	
Relationship to Child	Relationship to Child	
Home address	Home address	
Mobile number	Mobile number	
E-mail	E-mail	
Employers name	Employers name	
Employers address	Employers address	
Employers tel no	Employers tel no	
Alternative contact who can collect your child in an emergency	Name	Telephone no
Who has parental responsibility?	(please cross out those not relevant): Mother / Father / Both parents / Other (please specify)	
Who has legal responsibility?	Mother / Father / Both parents / Other (please specify)	
Is there any named person who should not have legal access to your child?		
Names and contact nos. of anyone else likely to collect your child (use back of form if necessary)		
Doctor's name and phone no.		
Allergies/dislikes Dietary restrictions		
Medical conditions or additional needs which we need to be aware of		
Start date at PALS		
Collection Password		

I agree to the terms and conditions of Breakfast & After School Club (please tick)

Parent/Carer's signature _____

Please print name _____ Date _____

PALS
Pupils at Longridge School
Breakfast & After School Club Terms and Conditions
Longridge Church of England Primary School

Terms and conditions for Parents / carers to be kept for future reference

Parents / carers will ensure that **all telephone numbers and contact details and information on the registration form are kept up to date at all times.**

Parents / carers agree to book and pay for sessions **in advance via the online School Money system.** Telephone bookings on the day will not be possible, unless you are experiencing difficulties out of your control.

In after school club staff hours are up to 5:45p.m. Staff must ensure that everything is packed away before 5:45pm. We therefore recommend that children are collected no later than 5.45p.m.

If a child is collected late, parents / carers may be invoiced for the extra staffing costs incurred by after school club (late collections will result in a charge of £20 every session). If late collections occur frequently, this may result in you not being able to use our service.

Breakfast Club hours are 7:30am to 8:50am, **breakfast will be served between 7:45am and 8:30am**, if you intend to drop your child off after 8:30am, please ensure that they have had their breakfast at home.

Children must not be dropped off in the mornings before the settings opening time.

All children are expected to behave appropriately at the setting. Parents will be informed if their child's behaviour is inappropriate. We also ask that you as parents help us to set the right example to the children by treating our colleagues with the respect they deserve whilst at work.

In the event of an emergency, parents consent to the seeking of any necessary emergency medical advice or treatment in the future during the running of the setting.

Unless stated in the allergies section on the form, I give permission for afterschool club staff to use antiseptic wipes and/or plasters should they be needed. Only medication prescribed by a doctor will be administered by the staff and we must have prior written permission of the parent / carer.

Parents / carers agree that photographs of their child may be taken for display at the setting.

All information which we have been given relating to your child, will be held securely and confidentially.

PALS
Pupils at Longridge School
Breakfast and After School Club
Berry Lane, Longridge, PR3 3JA
Tel: 07922348351 or 01772 782378