

APPLETREE CLUBS APPLICATION FORM

This form should be completed for Breakfast, Afterschool and Holiday Clubs run by Appletree Childcare.

YOUR CHILD / CHILDREN			
Name:			
Date of Birth:			
School Attending:			
PARENT/GUARDIAN DETAILS			
Name:		Name:	
Relationship to Child:		Relationship to Child:	
Address:		Address:	
Post Code:		Post Code:	
Home Tel:		Home Tel:	
Mobile Tel:		Mobile Tel:	
Work Tel:		Work Tel:	
E-mail:		E-mail:	
Parental Responsibility:	Y or N	Parental Responsibility:	Y or N
Detail anyone else with Parental Responsibility:			
EMERGENCY CONTACTS			
EC 1 Name:		EC 2 Name:	
Relationship to Child:		Relationship to Child:	
Address:		Address:	
Post Code:		Post Code:	
Home Tel:		Home Tel:	
Mobile Tel:		Mobile Tel:	
Additional people (over the age of 16) who will be collecting your Child. Please note, staff must be informed if anyone other than the parent is collecting the child and your child's security number must be given to staff.			
ADDITIONAL INFORMATION			
Provide details of any medical conditions e.g. allergies, medication etc.			

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Any other important information that would help us make your child(ren)'s time at club more enjoyable?		
Which days and sessions would you like?		
When do you wish to start?		
PERMISSIONS – Please mark YES or NO		
I give permission for the Club to take my Child(ren) on short walks e.g. Park, Shops, Library.		
I give permission for the Club to take photographs of my Child(ren).		
I give permission for the Club to paint my Child(ren)'s face or apply temporary tattoos.		
I give permission for the Club to take any necessary medical action.		
CLUB CONTRACT		
<ul style="list-style-type: none"> A fee is payable for booked Club sessions and must be paid irrespective of whether your Child is present or not e.g. through illness. Children must be collected a minimum of 5 minutes before the end of their session. In all instances the Club must be notified if you will be late. Late fees may apply. Appletree fees are reviewed periodically and are subject to change at one months' notice by the Manager. A notice period of 4 weeks is required should you wish to amend or cancel your Club place. This will give us sufficient time to reallocate sessions and prepare your final bill. If Appletree receives no notification of why a Child is absent for two consecutive weeks then we reserve the right to cancel the place. Full payment will be required. The Clubs will be closed on Bank Holidays and for a period of time over Christmas (dates will be displayed). Parent/Carer must supply and keep up to date all information supplied on this form. Parent/Carer must notify the staff of all medical conditions and relevant medical history. Parent/Carer must notify the Manager of prescribed drugs and sign the necessary form consenting to its administration. 		
DECLARATION		
<p>I declare that:</p> <ul style="list-style-type: none"> All the information provided in this form is correct. I have provided the necessary permissions. I understand and agree to the terms detailed in the contract above and associated policies which have been provided in my Application Pack. 		
	PARENT/GUARDIAN 1	PARENT/GUARDIAN 2
Print Name:		
Sign Name:		
Date:		