

Hartest Primary School After School club.



Please complete and return to the school office

CHILD'S NAME

CHILD'S CLASS.....

For office use only

Date form received

Place confirmed yes/no

Payment received yes/no

On which days/hourly slots would you like your child to attend the club. (please tick **ALL** boxes required). Leave blank if only using CASUAL sessions.

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
3.00 4.00pm £3.50					
4.00- 5.00pm £3.00					
5.00- 6.00pm £2.00					
<u>Total</u> <u>hours</u>					

Name of Parent / Carer

Relationship to child.....

Contact phone number.....

Signed..... Date.....

Collection From the Club

The safety of your child/children is paramount

- Please complete below all the named people who will collect your child from the club. **All people collecting must be over 18 years of age.**
- We will allow collection of the child by anyone on the child's list.
- To avoid upset please make sure you inform your child in the morning, who will be collecting them.
- **Keeping the list accurate and up to date is the responsibility of the parents/ carers.**
- If we have concerns that a person collecting a child is under the influence of drugs/ alcohol or any other substances we have a duty of care to the child and will refuse collection. In this instance we will contact another named person on the child's form to collect the child.
- If a person **NOT** on the list is collecting your child, there **MUST** be a phone call from the parent /carer notifying us of the change. We cannot accept a change of arrangements from anyone else (or the child).

- After School Phone Number Parent:

CHILD'S NAME

CLASS

Name	Relationship to child	Contact number

I have read and understand and agree to abide to the terms and conditions of the after school club

Name of Parent / Carer

Relationship to child.....

Signed..... Date.....