



HORIZONS

BREAKFAST AND AFTER SCHOOL CLUB

Your Child's Details:

Child's Name

Date of Birth Age Sex Year Group

Parent / Carer Details:

Name

Home Address

Home Tel No.

Mobile Number

Work Number

Email address for correspondence and invoices

Authorised Collectors (ASC only): Please name below all persons whom you authorise to collect your child from the After School Club (continue on to an extra sheet if necessary). Proof of identity may be required if not known to ASC staff. A collector should be over 16 years of age. Please update ASC with any amendments to this list.

Emergency contact name and relationship	<input type="text"/>	Tel No.	<input type="text"/>
Emergency contact name and relationship	<input type="text"/>	Tel No.	<input type="text"/>
Emergency contact name and relationship	<input type="text"/>	Tel No.	<input type="text"/>

PLEASE APPLY FOR YOUR CHILD'S PLACE BY INDICATING THE REQUIRED DAY / DAYS FOR A REGULAR WEEKLY BOOKING. ONCE CONFIRMED, 4 WEEKS' NOTICE IS REQUIRED TO CANCEL OR CHANGE YOUR PERMANENT BOOKING. PLEASE NOTE THAT WHEN YOU BOOK YOU RESERVE THE PLACE/S, THEREFORE ALL BOOKINGS ARE CHARGED WHETHER OR NOT THEY ARE ATTENDED. Please see our Information Sheet for all other Terms & Conditions.

Date to start Breakfast Club: **Monday Tuesday Wednesday Thursday Friday**

and/or

Date to start After School Club: **Monday Tuesday Wednesday Thursday Friday**

Please indicate length of session Long Long Long Long Long
 Short Short Short Short Short

**BREAKFAST CLUB IS 7.45 AM UNTIL 8.40 AM INCLUDING BREAKFAST - THE COST PER SESSION IS £4.50
 A SHORT ASC SESSION IS 3.15 PM UNTIL 4.30 PM INCLUDING TEA - THE COST PER SESSION IS £8.00
 A LONG ASC SESSION IS 3.15 PM UNTIL 5.45 PM INCLUDING TEA - THE COST PER SESSION IS £11.50**

FEE PAYMENTS ARE DUE AT THE BEGINNING OF THE MONTH FOR THE MONTH AHEAD; RATES ARE REVIEWED TERMLY.

CHILDCARE VOUCHERS ARE ACCEPTED FROM MOST EMPLOYERS - OUR OFSTED REGISTRATION NUMBER IS 125009.

FOR AD HOC REQUESTS, PLEASE CONTACT: sandra.horizons@bushyhilljs.net

IN THE EVENT YOU ARE UNAVOIDABLY LATE TO COLLECT YOUR CHILD, PLEASE CALL 01483 598544 AND LEAVE A MESSAGE ON THE ANSWERPHONE. LATE CHARGES MAY BE APPLIED.

Other Information:

Name of child's
 Doctor and Surgery

Doctor / Surgery
 Phone Number

Please give details of any current information; for example: Medical details, special needs, medication, etc. Also, please make us aware of any food allergies or extreme preferences regarding food. Please ensure you update us of any changes.

Please give any other personal information; for example: Religious observances, first language (if not English), tendency to wander, shyness, etc. Please also let us know any favourite activities.

Parent's Consent: Please answer as appropriate.

I give permission for my child to take part in all activities inside and outside? YES / NO

I give permission for my Merrow Infants child to be escorted to and from Merrow Infants School by the Horizons staff team via a Walking Bus. YES / NO

I give permission for my child to be given medical treatment in an emergency and for an adhesive dressing to be applied if the qualified First-Aider feels it is required. YES / NO

I give permission for my child to be given an appropriate to age dose of Paracetamol (Calpol) should my child develop a high temperature. (We would also seek verbal (phone) permission/confirmation on every occasion). YES / NO

I give permission for photos to be taken of my child. YES / NO

I give permission for the school to use my child's photograph on their website? YES / NO

Are you the legal guardian of the child? YES / NO

In the event of there being no access available to the Walking Bus route between schools (pathway cut-through via Merrow Place), or in the event of inclement weather, I give permission for my child to be taken by Bushy Hill School Mini-Bus to Merrow after Breakfast Club, and/or to Bushy Hill Junior School for After School Club. YES/NO

Please note: You have the right to withdraw your consent to any of the above permissions at any time.

Parent / Carer Signature

Date

On completion, this form should be returned to your child's school office or e-mailed to: sandra.horizons@bushyhilljs.net

All queries regarding Horizons, including invoices, payments, information on childcare vouchers/Tax Free Childcare etc., please email: sandra.horizons@bushyhilljs.net

Bushy Hill School Office – 01483 598544
Merrow School Office – 01483 561501

The information stated on this Booking Form remains strictly confidential, and all details are stored electronically under password protection. This paper copy is kept under lock and key on the school premises. Both your and your child's details are only used by Horizons Breakfast & After School Club also known as Bushy Hill Junior School Breakfast & After School Club, to maintain the welfare of your child and the efficient running of the Clubs. We will never share, lend or sell this information to anyone else.

