

REGISTRATION FORM & PARENTAL AGREEMENT

Bright Kids At Studley Infants

Tel: 07958 658932 email: bkstudleystaff@supanet.com



Millennium Bright Kid Company Limited
Studley Community Infants, High Street,
Studley, Warwickshire B80 7HJ

PLEASE USE CAPITALS & A BLACK OR BLUE PEN

CHILD'S DETAILS

Child's Full Name: _____ EDD/Date of Birth: _____ Gender Girl Unknown
 Boy

Preferred Start Date: _____ Religion: _____ First Language _____
(if not English)

Ethnic Origin: (Not place of birth but broad ethnic group) _____

Where did you hear about Bright Kids: Children's Information Svs Word of Mouth Yellow Pages
 Bright Kids Leaflet General Advert which publication? _____ Other (please state) _____

MEDICAL DETAILS

Doctors Name: _____
 Practice Address: _____

 Telephone No: _____
 Health Visitor: _____
 Telephone No: _____

Are All Immunisations up to date: Yes No
 If NO State exceptions: _____

Any Special Medical Notes/Allergies/Special Diets/Other medical requirements: _____

CARE DETAILS: Tick all that apply

Nursery Care Wraparound Care
 Breakfast Club After School Club
 Holiday Club NB Separate Booking Forms Exist for each school holiday

School Attended: _____

Please detail any Special Needs or other information we may need to care effectively for your child. Failure to inform us of any specific known needs may delay your child's future development and the help we can give.

Please indicate below Days/Hours required and enclose the relevant Registration Fee with your form £50 for Nursery or £40 for Out of School (see also Parental Agreement clause 4)

DAYS	MORNING State times if known	AFTERNOON State times if known	FULL DAY State times if known	Tick for HOT LUNCH
MONDAY				
TUESDAY				
WEDNESDAY				
THURSDAY				
FRIDAY				

PARENTS DETAILS

We need to have the details of all persons who have Legal Contact & Parental Responsibility along with those who have permission to collect the child and who may be contacted in an emergency.

Mothers Name: _____ Fathers Name: _____

Address: _____ Address (if different): _____

Postcode: _____ Postcode: _____

Parental Responsibility Yes No Parental Responsibility Yes No

Telephone Numbers: Home: _____ Work: _____ Home: _____ Work: _____

Mobile Number: _____ Mobile Number: _____

Email address(es): _____

Employers Name & Address: _____ Employers Name & Address: _____

Postcode: _____ Postcode: _____

Name & Address of any other persons with Parental Responsibility: _____

_____ Telephone No: _____

Name & Telephone Number of any other persons who have permission to collect your child regularly:
Name: _____ Tel No: _____

Details of other appropriate adults who may be contacted in time of emergency if you are not available:

Name & Numbers: _____ Relationship to your child: _____

Please provide a password that may be used to authorise an emergency collection: _____

Details of any other children in the family and their dates of birth:
Name Date of Birth Gender



PARENTAL AGREEMENT

1. I agree to my child being taken direct to hospital, or being seen by the nearest doctor for emergency treatment. I authorise Bright Kids staff to sign any written form of consent by the Medical authorities if I am unable to consent to treatment and my child's life is considered to be in danger by the Doctors.

2. I understand that my child will not be admitted to Nursery (or separated from others in Club when collected from school) if s/he is not well and agree to keep them off for 36-48 hours from outbreaks of sickness and diarrhoea and in cases of conjunctivitis or eye discharge until antibiotic treatment has started. I agree to collect my child promptly when requested to do so.

3. I agree to my child going on outings outside of the Nursery and understand that they will always be accompanied by the appropriate number of staff. I understand these outings may include the use of public transport or staff vehicles. I agree also to my child going on the Annual Nursery Outing and agree to pay fees as usual if I choose for them not to go.

4. I agree to pay Nursery Fees and Out of School Club Fees monthly in advance on presentation of an invoice or as and when they are incurred. I understand that the Nursery Registration Fee of £50 (non-refundable unless a space cannot be found) entitles me to three 2hour settling visits and the Club Registration Fee of £40 entitles me to one settling visit. I further agree to pay for cheques being returned unpaid (£6 first one, £10 thereafter) and to pay any and all Administration and Legal costs for recovery of outstanding monies, including tracing fees if necessary. I understand and agree to pay a Late Payment Charge of £15 per invoice per month if payment is received more than 5 days late. I understand that persistent late or non-payment may result in the immediate loss of my child's place.

5. I agree to give a minimum of one month's notice, or one month's fees in lieu of notice if, for any reason, my child is to leave the setting. I understand that under special circumstances the Chief Executive can waive this notice period.

6. I understand that fees are due in cases of illness or other absences from Nursery/Club with the exception of Bank Holidays and Christmas Week Closure (School Holidays & Teacher Training days in Club) where fees are not chargeable. I also understand that there is a Nursery Holiday Voucher Discount Scheme, which has its own terms applied and details of which I can obtain from the Manager.

7. I agree to the administration of prescribed medicines in the correct dosage by a qualified Nursery Nurse or Playworker, with a witness present. I give permission for the administration of other supplied medicines including teething gel and infant suspension paracetamol. I shall complete a Medicine Form in all instances and will not hold the Nursery or its staff liable if I or my representative give incorrect information. I agree to the use of individually wrapped sterile adhesives (plasters) unless I have already indicated an allergy to these above. I agree to supply named sunscreen suitable for my child, and give permission for its application, and a named sunhat to facilitate outdoor play in the summer months.

8. I give consent for my child to have their face painted, unless I have indicated an allergy above.

9. I understand that my child's records will be held on a computerised database and that this is protected by the Data Protection Act 1984 & 1998 and that they will be used for no other purpose than company business. I understand that if I require a copy of this personal information I must make a request in writing. I agree to be contacted via email for the purposes of nursery or out of school club business.

10. I agree to my child being photographed & videoed for the purposes of company business, publicity or promotion e.g. video diaries, website promotion, press releases. I will inform the Nursery in writing if I do not agree to videos & photos.

11. I understand that the Safeguarding Vulnerable Groups Act 2006 places a duty on the staff to follow specific child protection procedures should any concerns be made and that there is a Safeguarding Children Policy available for me to view at any time.

This agreement must be signed by all persons with Parental Responsibility and/or those who are accepting responsibility for paying fees. Your childcare may only commence once payment of the first invoice has been made.

I have read and understood the Parental Agreement and I agree to be bound by it and any other relevant booking terms and conditions that are issued from time to time.

SIGNED: _____ PRINT NAME: _____ DATED: _____
(Parent/Legal Guardian)

SIGNED: _____ PRINT NAME: _____ DATED: _____
(Parent/Legal Guardian)

SIGNED: _____ DATED: _____
(On behalf of Bright Kids)

Term and Conditions are subject to change without prior notice. E&OE





*"play is fun,
but its hard work too"*

Lesley Abbot (1994)
Early Years Consultant

*"Quality is never an accident
it is always the result of intelligent effort"*

John Ruskin
(1819-1900)

"Ensuring the future"

Bright Kids
2005

"thier for our kids"



Winner
Warwickshire
Employer of Choice
Awards 2007



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Warwickshire B80 7LL

e-mail: brightkids@supanet.com

www.bright-kids.co.uk



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At Studley
Briarwood,
The Slough
Studley
Warwickshire
B80 7EN
Tel:01527 852165

At Crabbs Cross
The Limes
Evesham Road
Crabbs Cross
Redditch
Worcestershire
B97 5JA
Tel:01527 546028

At Cleobury Mortimer
The Old Police Station
Lower Street
Cleobury Mortimer
Shropshire
DY14 8AF
Tel:01299 271368

At Northfield
18-20 Norman Road
Northfield
Birmingham
B31 2EW
Tel:0121475 4788

At Studley Infants
Studley Community Infants
High Street
Studley
Warwickshire
B80 7HJ
Tel:07958 658932

At Harry Taylor
The Harry Taylor First School
Evesham Road
Crabbs Cross
Redditch
Worcestershire
B97 5JH
Tel:07949 030080