

Wookey Primary School



WRAPAROUND CARE PARENT AGREEMENT

2022/2023 Academic Year

Wraparound Care Registration Form

Name of Child: _____ Date of Birth: _____ Class: _____

I wish to register my child for (Please tick):

Breakfast Club

After School Club

Parent/Carer Details:

Name	Name
Home Address	Home Address
Work Address	Work Address
Telephone	Telephone
Mobile Number	Mobile Number
Email Address	Email Address

Alternative Emergency Contact Details: please provide details of at least one other person we can phone if we are not able to contact you.

Name	Relationship to Child	Mobile Number
Address		Other Telephone Number

Details of people allowed to pick your child up:

Details of Childs Doctor:

Name of Doctor	Telephone Number
Address of Surgery	

I give permission for a member of staff to administer appropriate first aid if required.

I give permission for a member of staff to seek any necessary emergency medical advice or treatment in the event that my child is involved in a serious accident. I expect to be contacted immediately on the telephone numbers on this form.

About Your Child:

Please detail any additional/special needs:
Please detail any medical needs including details of any medication:
Please detail any allergies:
Please detail any dietary requirements:
Any additional information:
Photographs (<i>please delete as appropriate</i>) I do / do not consent to the named child to have their photograph taken that may be used for promotional purposes, such as website, newspaper articles etc.

- I consent to my child attending breakfast club and/or after school care. I understand that the club has policies and procedures and there are expectations and obligations relating to the conduct of myself and my child and I agree to abide by them. I understand that failure to do so will mean that my child will no longer be able to attend the club.
- All children must be brought into breakfast club by a responsible adult. **NO** child is allowed to be dropped off at the gate and walk into the hall on their own.
- Breakfast club opens at 7:45am at the earliest.
- Anyone wanting breakfast then please arrive before 8.15am to allow time to play and clearing up before school starts.
- Once my child is delivered/collected for wraparound care he/she will be in the care of the staff until collected and signed out by a "named" responsible adult.
- All places must be booked using the online booking system via SCO pay. This allows the staff ratio to be correctly organised.

- If my child will not be attending the club on a day that he/she is booked in I will inform the Wraparound Care team by email (wookey.wraparoundcare@wookeyprimaryschool.co.uk). Cancellation must be made using the online system or with 24 hours notice, please, to allow for staffing arrangements. If this is not done, then payment is still required for missed days.
- I will pay promptly for sessions even when my child does not attend, unless other arrangements have been made with the office manager/head teacher. Full payment is required before the last day of the term the facility is used.
- Payment is by online parent system unless previously agreed by the office. Regular statements will be sent out as reminders for non-payment.
- I accept that whilst at the club my child may get involved in messy activities.
- I understand that my child will be provided with a snack and drink whilst at the club unless otherwise requested.

Terms and Conditions

- I understand that the school’s club’s policies will apply to both the breakfast and after school clubs.
- I understand that staff cannot be held responsible for any lost or stolen items.
- I understand that should there be any incidents at either the breakfast club or after school club involving my child, I will be informed of the situation.
- I understand that the information given on this registration form is confidential. However, there may be times, for example in the case of child protection concerns, when details may be passed to other agencies in line with the child protection policy.
- I confirm that the information given on this form is correct and agree to notify the club of any changes in detail.
- If my child is not collected by 6pm I will pay a charge of £10 per quarter of an hour to cover the costs of the two staff who are legally required to stay.
- If my child remains at 6.30pm, after doing everything possible to contact parents and emergency contacts, then I understand that the after school club staff will be legally required to contact Social Care.
- I understand that persistent late or non-payment of fees may jeopardise my child’s place.
- I have read and, in signing this form, accept the above conditions for my child attending the breakfast/after school club.
- I agree for the named child to do the following activities
 - Play in the school grounds with supervision
 - Be face painted

Signature of Parent/Carer **Date**

Please print name

Any additional information: