



Registration Form

Child's Name:	Date of Birth:
Home Address:	Home Tel No. Email Address: Mothers/Fathers Mobile:
Postcode:	Mothers/Father's Mobile:
Mother/Father Name (please state Miss, Mrs other)	Mother/Father Name:
Who has parental responsibility for your child? Please Tick Mother Father Both	
Emergency Contact: (other than parents) Name: Home Tel. No: Mob. No: Relationship to child:	
Name of Doctor: Address: Tel. No:	Name of Health Visitor: Address: Tel. No:
Immunisations Received:	
Are there any health issues regarding your child or your family that you would like us to be aware of?	
Does your child suffer from any allergies, or have special dietary requirements?	

Is your child registered with a dentist?	
Does your child have any special needs:	
Child's/family ethnic origins:	Child's Family Religion:
Language Spoken at Home:	
Is there any further information about your child or family you would like us to be aware of?	
Parent/Guardian Signature:	
Date:	

We operate a password system, in the case of the usual person not being able to collect the child, a password will be asked for. If possible, the parent/guardian must inform the pre-school that someone different will be collecting the child. This password will be kept confidential.

Password:.....

Requested sessions (please tick)

Preferred Start Date:

Day	8.45am-11.45am	8.45am-12.45pm	11.45am-2.45pm	8.45am-2.45pm
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				

Please supply a packed lunch if your child's session(s) include the hours of 12pm - 1pm.

Do you wish to pay Weekly, Monthly or Termly? (please circle)

Please keep us informed of any change of details, for example change of telephone number or address.

It is a requirement that we see your child's birth certificate and your child's 'Red Book' (personal child health record). No copies will be taken.

Date seen.....

Staff signature.....

Date received:	
Checked by:	
Managers Signature:	

For office use only

Fees Contract

Child's Name.....

I agree to pay my child's nursery fees weekly, monthly or termly.

I understand I can only change my child's sessions on a termly basis.

I understand that I will still be charged when my child is absent from pre-school for any reason, including sickness if not in receipt of free entitlement.

I understand fees are subject to an annual increase.

I understand that Dilton Marsh Pre-School reserves the right to give a child's place to someone else if fees are not received on time.

Please sign below to agree to the above:

Parents Signed:

Parents name:

Date:

Parent/Carer Consent Form

Child's Name:.....

I agree that the staff at Dilton Marsh Pre-School will administer first aid treatment should it be required, this includes applying plasters.

I agree that Dilton Marsh Pre-School has the right to call an ambulance in an emergency or to take my child to the emergency department of the nearest hospital and to await my arrival. Any decisions regarding my child's care will then be made by the Emergency Department of the hospital.

A vital part of observations and record keeping will involve taking photographs of my child playing. I agree to these images being used within the setting for displays etc. and on the pre-school website.

I understand that children play closely together which means a photograph of my child may be used within another child's Learning Journey.

I understand it is my responsibility as parent or carer to inform the pre-school of any change of contact details.

I understand that Dilton Marsh Pre-School has a duty to refer to Ofsted/Child Protection Team at Social Services if it suspects that child abuse may be an issue.

I understand that any group photographs or video recordings of children taken at the pre-school that are taken by me, are for personal home use only and not to be used or displayed on any social networking sites.

I understand that while my child is attending Dilton Marsh Pre-School I will refrain from posting anything on a social networking site that could have a negative impact on the setting or a child attending the setting.

I understand that Dilton Marsh Pre-School has a set of clear policies and procedures that are available for parents to read at any time and I agree to read and abide by them.

I understand that any information given to the pre-school about my child is kept for three years after my child has left the nursery and will be shared with staff of the pre-school.

Parent/carers signature:.....

Date:.....

Fees Contract (parents copy)

Please retain for your records

Child's Name.....

I agree to pay my child's pre-school fees weekly, monthly or termly.

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Please sign below to agree to the above:

Parents Signed:

Parents name:

Date:

Parent/Carer Consent Form (Parents copy)

Please retain for your records

Child's Name:.....

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Parent/carers signature:.....

Date:.....

The Pre-School takes part in a project that runs jointly between schools/nurseries/pre-schools and Wiltshire Police

Operation Encompass is the reporting to schools/nurseries/pre-schools, prior to the start of the next school day, when a child or young person has exposed to, or involved in, any domestic incident.

Operation Encompass will ensure that a member of the Pre-School staff, known as a Key Adult, is trained to allow them to liaise with the police and to use the information that has been shared, in confidence, while ensuring that the school/nursery/pre-school is able to make provision for possible difficulties experienced by children, or their families, who have been involved in, or exposed to, a domestic abuse incident.

We are keen to offer the best support possible to all our children and we believe this will be extremely beneficial for all those involved.



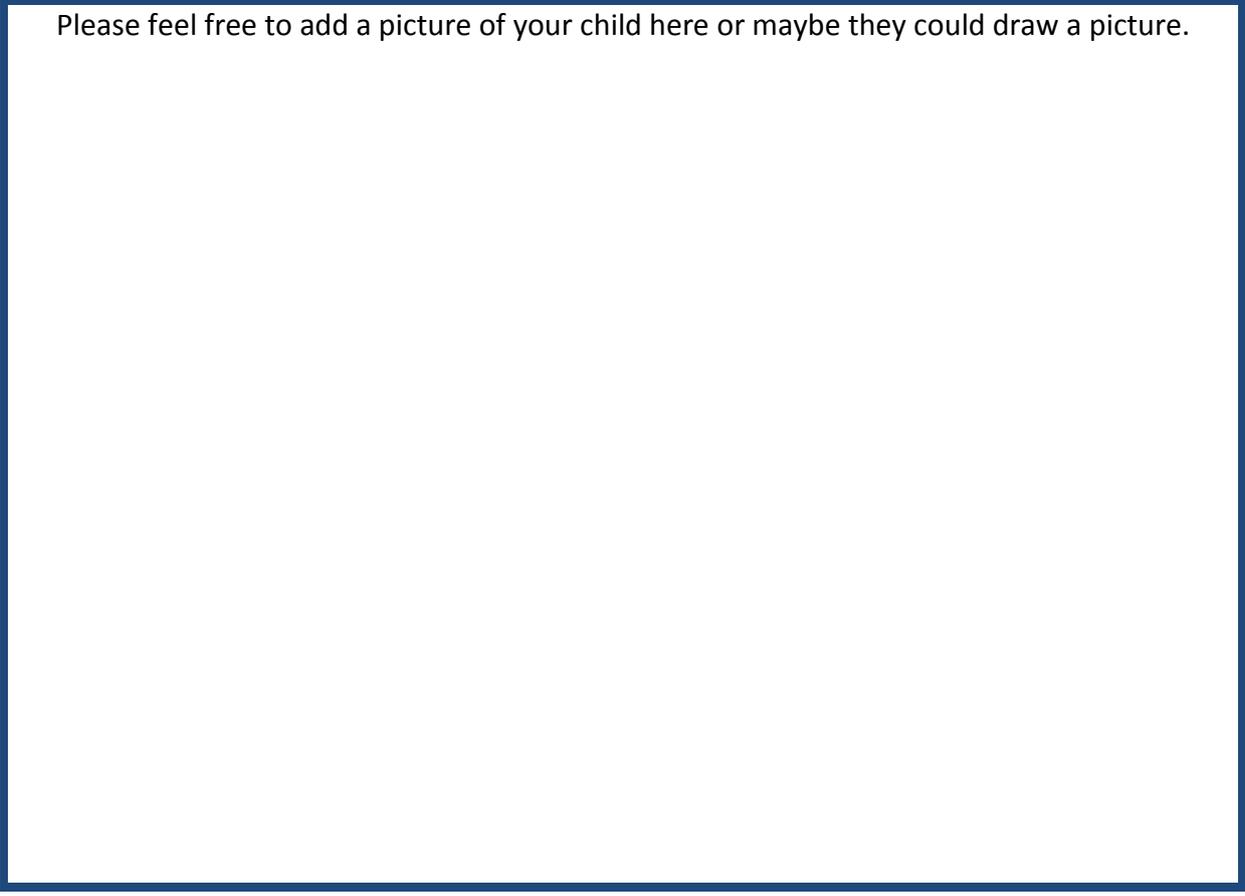
<http://www.operationencompass.org/>

Building a Picture

This is me!

Name.....

Please feel free to add a picture of your child here or maybe they could draw a picture.



Building a Picture

How you can use this booklet.

Now that your child is going to begin their journey with us, you can use this booklet to share anything you would like us to know about your child and what makes them unique and special.

It is important that we know about your child so that we can provide the education and care that is best for them.

We have provided some pages to get you started but please add your own pages if you want to. You could also include photos and drawings.

**This is for you and your child to enjoy
doing together.**

You will have the opportunity to talk to staff about anything that is confidential.

Building a Picture.

Family and other special people.

Who is in your family? Who are your friends?

Who are the other special people in your life?

Do you have any pets?

Building a Picture.
Interests, likes and dislikes.

What are you good at?

What is your favourite toy, book, TV programme or game?

What exciting things have you done?