



Twilight Club Registration Form

I wish to register my child for Twilight Club

Child's Details

Name	Current year group	Date of Birth
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Parent/Carer Details

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

Details of person/people who usually collect child

Name	Relationship to Child	Mobile Number
Address		Other Telephone Number
Name	Relationship to Child	Mobile Number
Address		Other Telephone Number

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
Name	Relationship to Child	Mobile Number
Address		Other Telephone Number

FIRST AID CONSENT

I give permission for first aid to be carried out by a trained first aider.

I give permission for the use of plasters / non-allergenic plasters (please details as appropriate).

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 above telephone numbers.

Signed..... Dated.....

Details of Child's Doctor

Name
Surgery Address
Telephone Number

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:
Please detail your child's favourite activities:
Please detail anything your child dislikes (food, games etc) or is scared of:
Any hobby/special interest that you or your child would like to share with us:
Any additional information you feel we should be aware of:

Activity Consent

I give permission for my child to:	
▪ play in the school grounds with supervision	<input type="checkbox"/>
▪ be face painted	<input type="checkbox"/>
▪ take part in cooking activities	<input type="checkbox"/>
Signed..... Dated.....	

Consent for use of your child's image

We may take photographs of your child at our club. These images might be used in our marketing leaflets or in other printed publications that we produce, as well as on Parsons Down Partnership of Schools' website. We may also make video or webcam recordings for capturing activities undertaken at our club.

To comply with General Data Protection Regulations (GDPR), we need your permission before we can photograph or make any recordings of your child. Please answer, initial and date questions 1 to 5 below to acknowledge whether you are in agreement with each individual question.

Item	Question	Yes or No	Initial	Date
1	May we, Twilight Club, use your child's photograph in printed publications that we produce for promotional purposes?			
2	May we, Twilight Club, use your child's image on our website (belonging to Parsons Down Partnership of Schools)?			
3	Are you happy for your child to appear in the media?			
4	May we, Twilight Club, display your child's photograph within the Club room (ie photograph displayed on the wall)			
5	I give permission for Twilight Club to use my child's school photograph for identification purposes only			

Please note that websites can be viewed throughout the world and not just in the United Kingdom where GDPR applies.

Conditions of use of images

1. This form is valid for five years from the date you sign it, or for the period of time your child attends this school, **unless you notify us otherwise**. The consent will automatically expire after this time.
2. We will not re-use any photographs or recordings after your child leaves this school.
3. We will not use the personal details or full names (which means first name **and** surname) of any child or adult in a photographic image on video, on our website, in any of our Club printed publications.
4. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our Club printed publications.
5. If we use photographs of individual children, via media, we will not use the name of that child in the accompanying text or photo caption.
6. If we name a child in the text, we will not use a photograph of that child to accompany the article.
7. We may include pictures of children and staff that have been drawn by the children.
8. We may use group photographs or footage with very general labels, such as "making Christmas decorations".
9. We will only use images of children who are suitably dressed, to reduce the risk of such images being used inappropriately.

I have read and understood the conditions of use as above

Signature.....Parent/Guardian (please delete as appropriate)

Name (in block capitals).....

Date.....

Please note that you have the right to withdraw this consent at any time. Please speak to a member of staff who will be able to action your request.

Unique Password for Authorised Collection

Please give a unique password known only to an authorised collector, yourself and Twilight Club.

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DECLARATION

- I consent to my child attending this club.
- 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.
- I understand that my child will be provided with a snack and drink whilst at the club unless otherwise requested.
- Once my child is delivered to/collected by Twilight Club he/she will be in the care of the staff until collected and signed out by a named, authorised responsible adult.
- I will inform Twilight Club if my child will not be attending the club on a day that he/she is booked in to the club.
- I will pay promptly for sessions even when my child does not attend, unless other arrangements have been made with the Club Manager.
- I accept that whilst at the club my child may get involved in messy activities.
- 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 have read and, in signing this form, accept the above conditions for my child attending Twilight Club

I confirm that the information given on this form is correct and agree to notify Twilight Club of any changes in detail.

Signed.....

Dated.....

NAME in full.....

Relationship to child.....

Revised October 2019

Under Data Protection Law and in line with our Records Management Policy, this document will be retained for a period of 6 years after your child has left this establishment and thereafter disposed of securely