

Manager to complete

Staff member taking booking: _____

Method of payment	Cash	BACS
Deposit received	Cash	BACS

**Essex After School Clubs @ Upminster Holiday Club
Summer 2018 Child Booking Form**

Child's Name _____	Age _____	D.O.B _____
Parent / Carer Name _____		Tel No: _____
Name of child's school _____		
Home address _____		
		Postcode _____
Email _____		

Details of an alternative contact	
Name _____	Contact Number _____
Relationship to child _____	
Medical / Health information	
Does your child have any health issues (including asthma, special educational needs or physical disabilities)? Yes / No	

Does your child have any dietary requirements or allergies? Yes / No	

Permission: I give permission for	
My child to attend all outings and trips on the days they attend	Yes / No
My child to have their face painted	Yes / No
My child to have their photograph taken	Yes / No
Parent/Carer Signature _____	Date _____

Emergency Medical Treatment: In the event that my child requires immediate medical treatment, I hereby authorise the Manager, or a delegated member of staff, to consent to emergency medical treatment on my behalf.	
Parent / Carer Signature _____	Date _____

PLEASE TICK THE DAYS & SESSIONS YOU REQUIRE OVERLEAF

We are open from Monday 23rd July 2018 to Friday 3rd August 2018

	Mon 23 rd July	Tues 24 th July	Weds 25 th July	Thurs 26 th July	Fri 27 th July
7.45am - 6.15pm					
7.45am – 12.45pm					
1.15pm – 6.15pm					
	Mon 30 th July	Tues 31 st July	Weds 1 st August	Thurs 2 nd August	Fri 3 rd August
7.45am - 6.15pm					
7.45am – 12.45pm					
1.15pm – 6.15pm					
Please tick the sessions you require					

Please note: Essex After School Club operates a ‘pay and play’ policy and all fees for the week are to be paid in advance on the first morning your child attends the Club. You will be charged for all days booked even if your child does not attend.

Your deposit will be deducted from the last day that your child attends

Privacy notice

At Essex After School Clubs we respect the privacy of the children attending the Club and the privacy of their parents or carers. The personal information that we collect about you and your child is used only to provide appropriate care for them, maintain our service to you, and communicate with you effectively. Our legal basis for processing the personal information relating to you and your child is so that we can fulfil our contract with you.

Any information that you provide is kept secure. Data that is no longer required is erased after your child has ceased attending our Club.

I understand the terms and conditions of the holiday scheme

Parent / Carer Signature _____ **Date** _____