



# Waterbeach Toddler Playgroup Registration Form

<b>Child's Surname</b>			
<b>First Name</b>			
<b>Date of Birth</b>		M	F
<b>Does your child attend another setting</b>	Yes	No	
<b>If yes please give the Setting Name:</b>			
<b>Home Language/s</b>			
<b>Sibling Names and ages (if applicable)</b>			
<b>What date do you wish your child to start attending WTP (Children can attend when they reach 2years 6 months)</b>			
<b>Please indicate desired sessions</b>			
Monday am 9.00-12.00 (Mixed session 2.5-4 years)			
Monday pm 12.00-3.00pm (Preschool -Rising 5's)			
Tuesday am 9.00-12.00 (Mixed session 2.5-4 years)			
Wednesday 9.00-12.00 (Mixed session 2.5-4 years)			
Wednesday 12.00 – 3.00pm (Preschool – Rising 5's)			
Thursday 9.00 – 12.00 (Mixed session – 2.5 – 4 years)			
Friday 9.00-12.00 (Mixed session – 2.5 – 4 years)			
Optional lunches offered on Tuesday, Thursday and Friday 12.00 till 1.00pm (these are only offered if sufficient children attend. Please speak to a member of staff if you need further information.			

<b>1 Parent/Guardian Name</b>			
<b>Parental Responsibility?</b>	Yes / No		
<b>Address</b>	<b>Relation to child</b>		
	<b>Tele No.</b>		
	<b>Mobile No.</b>		
	<b>Work No.</b>		
	<b>Occupation</b>		
	<b>Company</b>		
<b>E-mail Address</b>			
<b>2 Parent/Guardian Name</b>			
<b>Parental Responsibility?</b>	Yes / No		
<b>Address (if different from above)</b>	<b>Relation to child</b>		
	<b>Tele No.</b>		
	<b>Mobile No.</b>		
	<b>Work No.</b>		
	<b>Occupation</b>		
	<b>Company</b>		
<b>E-mail Address</b>			
I/we give permission for my/our child to be taken on outings	Yes	No	
I/we give permission for my/our child to view and listen to age appropriate media related to a theme or topic in the setting	Yes	No	
I/we give permission for photographs to be taken of my/our child for the following purposes			
Learning and Development Records	Yes	No	

Displays/Registration within the setting	Yes	No
Special Events (eg. Christmas show, Graduation Ceremony)	Yes	No
Media Coverage (newspaper/local beach news magazine)	Yes	No

**Emergency Contacts** Please give the details of 2 people we can contacted in case of emergency or who may collected your child from the setting.

Name			
Address	Relation to child		
	Tele No.		
	Mobile No.		
Name			
Address	Relation to child		
	Tele No.		
	Mobile No.		

**MEDICATION INFORMATION**

Doctors Name			
Doctors Address	Tele. No.		
Does your child have any on-going medical conditions?	Yes	No	
If yes, please give details			
Does your child have any allergies or food intolerances?			
If yes, please give details			
Has your child had all the relevant childhood vaccinations?	Yes	No	
If no, please give details			
Does your child have a CAF (Common Assessment Framework) Form?	Yes	No	
If yes, please give details (if applicable)			
Please give details of the agencies involved (if applicable)			
I give permission for staff to administer first aid as required	Yes	No	
I give permission for staff to seek medical advice and my child to be taken to an Accident and Emergency Department for assessment and treatment as necessary.	Yes	No	

General Information (please let us know)		
Child's ethnicity and/or cultural background		
Religion		
Please indicate festivals or occasions that are special to your family and that you would like to see celebrated in the setting.		
Where did you hear about Waterbeach Toddler Playgroup?		
Special Educational Needs and Disabilities		
Does your child have any special educational needs or disabilities? If so please specify:	Yes	No
Are any of the following in place for the child?		
SEN Action Plan	Yes	No
Education, Health and Care Plan (EHCP)	Yes	No
What Special support will they require in our setting?		
Two year old Progress Check – Children aged 22-36 Months		
Has your child attended any other early year's settings? (If no, then we will carry one out on your child if they're aged 22-36 months)	YES	No
If yes, which setting and do they still attend?	YES	No
Has your child had a 2 year development check carried out at an early year's setting?	YES	No
Policies and Procedures		
The Policies and Procedures of Waterbeach Toddler Playgroup are available for reading on our website, <a href="http://www.waterbeachtoddlerplaygroup.org.uk">www.waterbeachtoddlerplaygroup.org.uk</a> (please speak to a member of staff if you would like a paper copy). We do have an Information Sharing Policy, which means that there may be circumstances where information is shared with other professions and agencies without my prior consent. By signing this registration form, you are aware of our policies and procedures and accept the content of them.		
<b>Waterbeach Toddler Playgroup fully recognises their responsibility and duty of care and have arrangements in place to safeguard and promote the welfare of children attending the setting. We have a duty to report suspected child abuse or neglect. The designated members of staff for child Protection are Wayne Badcock (Manager) and Gina Clark.</b>		

The information you have supplied on this form is a legal requirement of Ofsted and for insurance purposes. By signing you are confirming you are the person/persons named on page 1 (Parent/Guardian) and agree that the information you have supplied is correct.

(1 Parent/Guardian)	Print:	Date
	Sign:	
(2 Parent/Guardian)	Print:	Date
	Sign:	

**If you find that you no longer need the place, please inform us as soon as possible. Should you decide you no longer need the place we will not retain the details on this application form (see our Privacy Notice).**

Address	Waterbeach Toddler Playgroup, Burgess Road, Waterbeach, Cambridge, CB25 9ND		
Telephone No.	0780 835 7729	Charity No.	292913
Email	<a href="mailto:waterbeachtoddlerplaygroup@outlook.com">waterbeachtoddlerplaygroup@outlook.com</a>		
Website	<a href="http://www.waterbeachtoddlerplaygroup.org.uk">www.waterbeachtoddlerplaygroup.org.uk</a>		