

**MINCHINHAMPTON C OF E PRIMARY
ACADEMY**

BREAKFAST

And

FUN CLUB (AFTER-SCHOOL CLUB)

2024/25



MINCHINHAMPTON C OF E PRIMARY ACADEMY SCHOOL

BREAKFAST and FUN (AFTER-SCHOOL) CLUB REGISTRATION FORM

Every academic year a registration form must be completed before any child can attend Breakfast or Fun Club. Please complete all forms for each child who may be attending.

PLEASE EMAIL FORMS BACK TO: funclub@minchscool.net, OR BRING TO THE SCHOOL OFFICE

In order to assist with staffing please can you indicate which service(s) you require;

Breakfast Club – KS1 / KS2 – delete as applicable

Monday	Tuesday	Wednesday	Thursday	Friday

Fun Club – KS1 / KS2 – delete as applicable

Monday	Tuesday	Wednesday	Thursday	Friday

Will these days be on a AdHoc basis: Yes/No

Child's Surname..... Child's First Names.....

Preferred Name (if different)..... Class:.....

DOB:..... Sex (M/F) (please delete as applicable)

Home Address.....

..... Post Code:.....

Telephone Number..... Email address

Medical Information:

Does your child have any general allergies/intolerances/health problems (e.g. asthma)? Yes/No.

If Yes, can you describe the issues:

.....

Does your child have any known food allergies? Yes/No. If Yes, can you tell us the foods involved:

.....

Is there any other information that staff should be made aware of?

.....
Please continue on a separate sheet if necessary.

Home Time:

Children are to be collected, by one of the people listed below:

Name:	Relationship to Child	Contact Telephone Number

If your child becomes ill during a session, we will endeavour to contact you or one of the 'emergency contacts' listed below.

Please be aware, a member of the team will act 'in loco parentis' in an emergency situation. Under such circumstances, the manager will take action to gain the appropriate medical treatment for your child.

Emergency Contacts:

First Contact Name:..... Relationship to Child.....

Tel no's: Home:..... Work.....

Mobile.....

Second Contact Name:..... Relationship to Child.....

Tel no's: Home:..... Work.....

Mobile.....

- I consent to my child receiving medical treatment and if necessary taken to hospital in the event of an emergency.
- I understand Minchinhampton School Fun Club cannot accept any responsibility for the child's possessions or valuables while attending the Club.
- I agree to pay for the sessions in advance

Under NO circumstances are the children permitted to book/cancel themselves. If other arrangements have been made once a child has been booked in, staff will not allow that child to leave unless their parent/carer has cancelled the sessions. As noted elsewhere, there will be no refunds for cancelled sessions.

Parent/Carer's Name:.....

Signature:.....Date:.....

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Breakfast and Fun Club Online Booking

You should use the School Gateway app to make a booking. If you do not have the app already, you can download it from the App Store or from the Google Play Store. If you have provided us with a valid email address and phone number, you will then be able to create a School Gateway Account.

You will need to have completed a registration form in order to be able to use the booking system. Once the registration form has been returned to school, you will be able to view booked sessions, see available sessions and monitor the balance. **Please email fun club/breakfast club if your child is going to be absent from the booked session.**

Payment will be required at the time of bookings (please contact the school office if you wish to pay with Childcare vouchers).

Bookings can be made up to 2 working days before you wish your child to attend subject to availability of spaces. The booking deadlines confirm that staffing is correct and registers are available to ensure safeguarding.

We would suggest that you download the app as soon as you can and make sure that you are able to create an account as soon as possible so you don't discover that you are unable to do this during the weekend or holiday.

Please can you inform either breakfast club or fun club if your child will not be attending. Refunds will only be made in exceptional circumstances.

Any questions/queries please email Mrs Bailey funclub@minchscool.net or breakfastclub@minchscool.net