



Registration Form

A: Details and History of Child			
Surname		First name	
Known as		Date of Birth	
Gender		Religion	
Nationality		First Language	
Ethnicity		Second language	
B: Details of Parents/ Guardians / Carers			
Parent / Carer 1			
Name		Relationship	
Address		Email Address	
Occupation		Home/Mobile No.	
Work Address		Work No.	
Parent / Carer 2			
Name		Relationship	
Address		Email Address	
Occupation .		Home/Mobile No.	
Work Address		Work No.	

Doctor:	Name: _____ Tel No: _____ Address: _____																	
Medical History:	Please indicate if your child had been vaccinated against the following: <table border="0"> <tr> <td>Tetanus:</td> <td>YES/ NO</td> <td>Diphtheria:</td> <td>YES/ NO</td> </tr> <tr> <td>Chicken Pox:</td> <td>YES/ NO</td> <td>Whooping Cough:</td> <td>YES/ NO</td> </tr> <tr> <td>Poliomyelitis:</td> <td>YES/ NO</td> <td>MMR:</td> <td>YES/ NO</td> </tr> <tr> <td>HIB (Meningitis):</td> <td>YES/ NO</td> <td></td> <td></td> </tr> </table> Has your child had any infectious illnesses? If so, please provide details below Does your child have any allergies / sensitivities? If so, please provide details below 		Tetanus:	YES/ NO	Diphtheria:	YES/ NO	Chicken Pox:	YES/ NO	Whooping Cough:	YES/ NO	Poliomyelitis:	YES/ NO	MMR:	YES/ NO	HIB (Meningitis):	YES/ NO		
Tetanus:	YES/ NO	Diphtheria:	YES/ NO															
Chicken Pox:	YES/ NO	Whooping Cough:	YES/ NO															
Poliomyelitis:	YES/ NO	MMR:	YES/ NO															
HIB (Meningitis):	YES/ NO																	
Food	Food intolerance/ Sensitivities	Food forbidden by religion or culture																
Other special needs:																		
C: Emergency contact numbers (other than Parents / Guardians / Carers)																		
Contact 1	Name: _____ Tel No: _____ Relationship: _____ Mobile No: _____																	
Contact 2	Name: _____ Tel No: _____ Relationship: _____ Mobile No: _____																	

D: Child Care Sessions Required	
Start Date(Please take into consideration a non-chargeable one week settling in period, before starting)	
Your Preferences and Requirements	
<p>Which would be the preferred days you would like your child to attend?</p> <p>Age of child when starting: _____ Room Allocated: _____</p> <p>We can offer childcare sessions within the set booking patterns which are outlined below. The booking patterns enhance a more highly efficient and organised nursery however, most importantly the children are settled during their transition period in our care.</p> <p>The session patterns can be booked as follows:</p> <p>2 day sessions: Monday and Tuesday OR Thursday and Friday <input style="float: right;" type="checkbox"/></p> <p>3 day sessions: Monday to Wednesday OR Wednesday to Friday <input style="float: right;" type="checkbox"/></p> <p>4 day sessions: Monday, Tuesday, Thursday and Friday <input style="float: right;" type="checkbox"/></p> <p>5 day sessions: Monday to Friday <input style="float: right;" type="checkbox"/></p> <p><u>Please tick the session that you require</u></p> <p>We offer the normal hours of 8.00am to 6.00pm and Early Bird hours of 7.30am to 6.30pm.</p> <p>8.00am to 6.00pm <input type="checkbox"/> 7.30am to 6.30pm <input type="checkbox"/></p>	
Times	
<p><u>Please tick the times that you require</u></p> <p>We offer the normal hours of 8.00am to 6.00pm and Early Bird hours of 7.30am to 6.30pm.</p> <p>8.00am to 6.00pm <input type="checkbox"/> 7.30am to 6.30pm <input type="checkbox"/></p> <p><u>Please tick the times that you require</u></p>	
Your Flexibility	
<p>Meeting your requirements is important to us, in the event we are at full capacity on your chosen days:</p> <p>Can you accept different days of the week? Yes / No</p> <p>Can you initially accept fewer days until your chosen days are available? Yes / No</p>	
Relationship:	Mobile No:

Information about why we offer these childcare sessions:

In our professional experience and opinion, we feel that having a child in our care for only one day a week does not allow the child to settle into our environment as they forget the routine, staff, other children and can become very distressed saying goodbye to their parents each week. Therefore, we have implemented a minimum of two consecutive days' sessions of childcare; this is enough to allow the child/children to feel happier during the transition period from home to nursery, thus making a more pleasant and smoother experience for all.

As we do not provide a one-day session, in turn we offer two, three, four-day sessions and full-time sessions.

To ensure that the wellbeing of the children in our care is safeguarded, we have strict policies covering certain aspects of childcare. It would therefore be helpful if you would sign and date each section below and overleaf, in the spaces provided in order to give us authorisation. This form will be kept in a prominent position in your child's file. Thank you for your cooperation.

E: Medication and Medical Help	
I / we understand and agree any medication brought onto the premises must be PRESCRIBED medication and the child be brought in a minimum of 72 hours (3days) after medication is first administered or an immunisation administered	Sign Date.....
In the event of my / our child requiring a course of prescribed medication, I / we give Pitta Patta Day Nursery permission to administer the necessary medication. (Following guidelines clearly labelled on the bottle)	Sign Date.....
In the event of an accident and my/our child requiring emergency medical treatment, I / we consent for a member of staff to take the child to a G.P or hospital, after being informed.	Sign Date.....
In the event of my/our child suffering from a high temperature (37.5C 99.5F) I / we give consent for nursery staff to administer Calpol. I understand my child/our children cannot return to nursery for 72 hours following a temperature. I / we confirm that my child/our children do not have an allergy to Calpol.	Sign Date.....

F: Trips and Outings
<p>I / we give consent for my / our child being taken out of nursery on day trips and outings.</p> <p>I / we understand that in the event of an annual outing, whereby the entire Nursery will be in attendance, if I / we choose to keep my / our child home, the daily fee is still payable as this is deemed as a Nursery closure.</p> <p>Sign..... Date.....</p>

Provide a Password
In the event that your child should need to be collected by another person:
G: Human Rights
<p>I / we understand that on occasions the nursery's activities may involve face painting therefore, I / we give consent for my / our child to be involved.</p> <p>Sign..... Date.....</p>
<p>I / we give consent for my / our child to be photographed. The photographs can be used within the nursery for displays and in the nursery newsletter which is sent out to parents/carers. YES / NO</p> <p>I / we give consent for my / our child to be videoed. (e.g. filming during birthday celebrations). YES /NO</p> <p>I / we give consent for my / our child's images or videos to be used for promotional and advertorial purposes. YES /NO</p> <p>Sign..... Date.....</p>

H: Policies and Procedures	
I / we can confirm that I have read and understood the Terms and Conditions and that all Policies and Procedures set out here at Pitta Patta Day Nursery are available for inspection in the nursery office	Sign Date.....
I / we have read and understood the late collection policy.	Sign Date.....
I/ we have read and understood the webcam policy.	Sign Date.....
I/ we agree to the outing and transport policy. On occasions weather permitting we visit local museums and parks etc.	Sign Date.....
I/ we accept there is a policy purchase for a Nursery T-Shirt and Red Rucksack at the cost of £30.00.	Sign Date.....
I / we can confirm that I / we have read and accept the Terms and Conditions for receiving the 15/ 30 funded hours, an additional fee will be charged stated in the Pitta Patta Day Nursery Funded Hours Policy (not to exceed the hourly charge).	Sign Date.....

I: Declaration
<p>I / We have read and agreed to the terms and conditions for a nursery placement for my / our child.</p> <p>I / We have made payment for the registration fee of £95, either enclosing cash, or via BACS to account number: 33993060, Sort code 30-98-42, using the reference of your child's surname followed by 555, for example Smith 555.</p> <p>Signature..... Print name.....</p> <p>Date.....</p> <p>Signature..... Print name.....</p> <p>Date.....</p>

We would like to thank you for choosing Pitta Patta Day Nursery for your choice of childcare.

Please return your completed registration form to:

Pitta Patta 2 Day Nursery
Ackroyd Community Centre
Ackroyd Road, Forest Hill
SE23 1DL

E-mail: admissions@pittapattadaynursery.co.uk