

**KINDER CLUB  
REGISTRATION  
DETAILS**

Kinder House, Solomon Road  
Rainham, Kent ME8 8EB

Tel: 01634 230222 Fax: 01634 364340

Email: info@kindernuseries.co.uk Web: www.kindernurseries.co.uk



Please complete sections 1 to 9 of this form in full and return to the above address.

1 \_\_\_\_\_

Club ..... Proposed Start Date .....

Care type: After School Club  Holiday Club  Other\*

(\*Contact us to discuss your requirements)

2 \_\_\_\_\_

Child's surname ..... Date of Birth .....

Forenames ..... Gender .....

Languages spoken at home ..... Religion .....

Address .....

Post Code ..... Home Tel No .....

Email Address .....

Are you happy to receive electronic communications? YES  NO

3 \_\_\_\_\_

**Name of Parents/Guardian**

Please state the name of the individual with parental responsibility .....

1 ..... Place of work ..... Tel .....

Mobile .....

2 ..... Place of work ..... Tel .....

Mobile .....

4 \_\_\_\_\_

**Emergency Contact** (Please give the name & tel no. of a relative or close friend who can be contacted if either parent is non-contactable)

Name ..... Relationship ..... Tel .....

Mobile .....

5 \_\_\_\_\_

**Child's Medical Information**

Doctor ..... Surgery ..... Tel .....

Health Visitor (if applicable) ..... Tel .....

Please indicate if your child has any special or additional needs? .....

Medications taken long term .....

**Immunisations:**

1 ..... Date ..... 2 ..... Date .....

3 ..... Date ..... 4 ..... Date .....

**Consent to Emergency Treatment:**

In order to prevent any delay in medical treatment by obtaining the necessary written permission, could you please sign if you agree to Kinder Nurseries/Kinder out of school clubs seeking medical advice or treatment in the future including authorising qualified medical officers to administer aesthetic or any other medication which they feel is required.

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

**Terms & Conditions**

All fees and completed booking forms are due in advance, payable two weeks prior to the start of the booking period. Late payment of fees may incur an additional charge and/or suspension of the child's place.

No reduction or credit will be given should a child be absent of any reason. Once a booking has been confirmed no substitutions or amendments may be permitted.

A late collection charge of £10.00 for every quarter hour or part thereof is applied at all our Kinder Clubs. An administration charge of £5.00 is applied to all booking with a total invoice value of 50 or less.

Should we be unable to offer a place the payment will be sent back to you by return post.

All applications for places are accepted on a guaranteed place basis following written confirmation that your child's registration has been accepted. No refund of fees will be given if subsequently a place is not taken up for the agreed booking period. However, where possible an alternative start date may be agreed subject to place availability.

One calendar month's notice in writing must be given of an intention to relinquish a child's place. In the absence of the required notice, the Company reserves the right to charge a sum equivalent to the fees which would have been due had the required notice been given.

Kinder Nurseries reserve the right to discontinue a place at short notice when the presence of that child may prove detrimental to its own welfare and well-being of other children in the Club. In such cases the appropriate proportion of fees already paid will be refunded. It should be noted that any client who offers employment to any person employed by Kinder Nurseries Ltd at the same time the offer is made hereby agrees to compensate the Company with a single payment equal to the amount normally charged by a recruitment agency for its services or a sum equal to 15% of the employees annual salary whichever is the greater. Such payment will be due within 7 days of the submission to the client of an appropriate invoice.

I/We have read and agree with the Terms & Conditions as set out above.

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

**Data Protection Statement****The information that we collect about you and your child**

Kinder Nurseries are committed to ensuring that all personal information it holds is treated properly and in accordance with the Data Protection Act 1998. The information we collect from you is stored securely on a computer database and in our manual archives. Manual archives are kept until the child reaches the age of 19 at which point it is securely and responsibly disposed of in accordance with the Data Protection Act 1998.

I/We give consent on behalf of myself/ourselves and my family to the collection and use of my and my families personal information as set out in Kinder Nurseries Data Protection Statement above.

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

**To Kinder Nurseries Ltd**

Please enroll the child named at your ..... Club for the days/sessions indicated from the start date requested.

After the start date, I will give one month's written notice to relinquish the place or pay the appropriate fees in lieu of that notice. I undertake to inform Kinder Nurseries immediately of any changes to the information given on this form.

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

Please return the completed form to the address at the head of this form.