



Nursery Registration form

Personal Details	Boy/Girl
Child's Surname:	First Names:
Date of Birth:	Religion:
Parent 1 Name:	Parent 2 Name:
Relationship to Child:	Relationship to Child:
Address:	
	Post Code:
Parent 1 Home Telephone No:	Parent 2 Home Telephone No:
Parent 1 Work Telephone:	Parent 2 Work Telephone:
Parent 1 Mobile:	Parent 2 Mobile:
Parent 1 National Insurance Number:	Parent 2 National Insurance Number:
Parent 1 Email:	
Parent 2 Email:	
Please confirm a password that you would like to use for security purposes (this could be if an auntie/uncle or someone we haven't yet met picks your child up from nursery).	
Password:	

Session Times and Fee Rates

Session Type	Session Time	Price
Full Day Full Time	8am – 6pm (M-F 51 weeks)	10% Discount
Full Day	8am – 6pm	£55.00
Short Day	9am – 4pm	£43.50
Morning Session	8am – 1pm	£32
Afternoon Session	1pm – 6pm	£32
Additional Hour	7am – 6pm	£8.50

Sessions/Days Required
I would like my child to attend nursery, starting on:

Registration Fee: A non-refundable registration fee of £40 will be required by BACS to secure your child's place.

Bank: RBS – Little feet Childcare Limited

Account No: 11084865

Sort Code: 16-18-34

Little Feet Childcare Limited. Company registered number: 7841078.
Website www.littlefeetnursery.com Tel: 01246 417812.



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Day	Full Day	Short Day	AM Only	PM Only	Additional Hour	
					AM	PM
Mon						
Tues						
Wed						
Thurs						
Fri						

Term Time or Full Time Contract

Term Time (39 weeks) or Full Time (51 weeks) Contract? (Please indicate)

Acceptance:

The terms and conditions below are fair and reasonable. In the event of any term found by the Court of Law to be unreasonable then that clause shall be removed but the agreement shall remain in full force and effect. The parent/guardian has read and understands the terms and conditions contained below and undertakes to be bound by the same.

Print name: (parent/guardian)	Signature:
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Data Collection form

Child's Full Name	
Date of Birth	Birth Certificate Seen Yes <input type="checkbox"/> No <input type="checkbox"/>	Male <input type="checkbox"/> Female <input type="checkbox"/>
AddressPostal Code	
Who has Parental Responsibility?	(please state – cross out who is not relevant): Mother / Father / Both Parents / Other	
Who lives at your house? (siblings etc)	
Is there any named adult who has no legal access to your child?	No <input type="checkbox"/> Yes <input type="checkbox"/> * (*If yes please give details.....)	
Names and contact numbers of anyone else likely to collect your child or who should be contacted in the event of illness/emergency-		



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This needs to be someone other than the parent or guardian of the child.

Emergency Contact 1	Emergency Contact 2
Relationship to Child:	Relationship to Child:
Name:	Name:
Home Tel No:	Home Tel No:
Mobile Tel No:	Mobile Tel No:
Work Tel No:	Work Tel No:
E Mail Address:	E Mail Address:

Name of Dr and/or Health Centre
 Tel No

Detail your child's medical history including childhood illnesses which influence daily care (allergies, allergies to any medication, asthma, any other medical conditions): None

Detail

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If your child requires medication to be taken whilst in our care, please complete and sign a medication form

Has your child received the Government recommended immunisations for your child's age at this time?
 No Yes *

If no, please specify which immunisations they have not received, as well as the reasons why?

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Ethnicity	Home Language	Religion
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Please indicate any religious festivals your family celebrate or any that you would like your child to be withdrawn from:	
Please indicate any food items your child is unable to consume due to religious beliefs:	

Medical Emergency Consent Should the need arise, it may be deemed necessary for a member of our staff to accompany your child to the A & E department of the local hospital and make every effort to meet either a parent or emergency contact at the entrance. In order to facilitate this without the need to request permission at the time, we ask that you give us	Permission Granted Yes <input type="checkbox"/> No <input type="checkbox"/>
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permission when your child registers with us.	
<p>Photographs within nursery During your child's time in nursery, photographs are taken and used as evidence for their development profiles/learning journey. Photographs are also used for displays and projects in the nursery to support your child's learning. As some activities are carried out in groups, group pictures including your child may be uploaded onto your child's learning journey on Tapestry.</p> <p>Tapestry At Little Feet Nursery we use Tapestry to create an online learning journey for each child. We ask that you agree to uphold the nurseries request not to share or upload any photographs that the nursery upload onto Tapestry that show other children. We also ask that you agree to keep your log in details secure.</p> <p style="text-align: center;">I agree to withhold these requests.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Photograph Permission - Social media and Advertisements We have a Facebook and Instagram page which we update regularly with activities and information regarding nursery. Do you give permission for your child to be included in these posts?</p>	<p>Permission Granted</p> Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>The Use of Sunscreen We encourage the children to access our well-resourced outdoor play space as much as possible, but during the summer months we are aware of the need to protect the children from the harmful rays of the sun. The nursery provides it's own sunscreen for staff to apply to children- this is typically ALDI brand, but will vary dependent on availability. Please indicate your willingness to allow us to apply sunscreen to your child.</p>	<p>Permission Granted</p> Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Local Walks We use the local vicinity of the nursery to enhance the learning of our children. This may be a walk to the local park or wood. All visits have the correct supervision ratio of adults to children and are undertaken with all due care and attention to health and safety. Risk/benefit assessments are in place and a first aider will always accompany the children. To facilitate the visits without requesting permission each time, we ask that you give us permission when your child registers with us.</p>	<p>Permission Granted</p> Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Baby Wipes and Nappy Cream In our setting we use fragrance free baby wipes when changing nappies and wiping hands and face. If nappy cream needs to be applied at nappy changing time if your child appears sore, then parents need to provide it. Products should be clearly labelled and given to your child's key worker.</p>	<p>Permission Granted</p> Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Baking As part of your child's continuous provision, we may carry out baking. We request your permission to use eggs during this activity (with the proper guidance and supervision). If a child joins our setting with an egg allergy, this activity will be withdrawn/adapted when the child is present. Please indicate your willingness for this to take place.</p>	<p>Permission Granted</p> Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Speech and Language Therapy Should concerns regarding your child's speech, language and communication arise during their time at nursery, do you give consent for them to access speech and language therapy sessions provided free of charge?</p>	<p>Permission Granted</p> Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Calpol/Piriton I give permission for my child to be given Calpol and/or Piriton if required. Please note: We will always gain verbal consent before giving your child Calpol/Piriton. Please see our Administration of Medicine Policy for more information. Your child must have had Calpol/Piriton previously to confirm that they do have an allergy to the medication. If your child has never had Calpol/Piriton before, we cannot give it them for the first time at nursery.</p> <p>If a child's temperature reaches 39 degrees, the parent will be informed and asked to collect their child immediately. We will not administer Calpol to children under 6 months old and</p>	<p>Permission Granted</p> Yes <input type="checkbox"/> No <input type="checkbox"/>



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Piriton to children under 1 year old. Teething: We recognise that teething can be distressing for some babies and offer different strategies to comfort babies during this process. Teething gels and crystals can be offered to babies over four months old.	
Signature of Parent/Carer _____ Date _____	
Name (Please Print) _____	

Terms and Conditions

Little Feet Childcare Limited hereinafter referred to as 'the nursery' offer a definite/provisional place to the child referred to overleaf who is to join the nursery on the following terms. These terms and conditions relate to the contract between the nursery and the parent/guardian. The headings in this agreement are inserted only for the convenience of and shall not affect its constitution.

Partnership working

The Early Years Foundation Stage encourages partnership working between settings. Children do best when parents/carers and other professionals work together. If your child currently attends another setting, please provide information below:

Setting Name	
Setting address	
Tel No:	
Days child attends setting	
Times child attends setting	
Childs Key Person	



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Please list below if your child is currently under the care of additional services such as speech and language therapy, physiotherapy, social worker, health visitor etc.

Name:	
Profession:	
Contact Details:	

I agree that I have received a copy of the 'Terms and Conditions' for Little Feet Nursery. I agree that I have read and understood the 'Terms and Conditions' for Little Feet Nursery.

Signature of Parent/Carer _____

Date _____

Name (Please Print)
