

REGISTRATION FORM 2020



Fusions' 2020 Summer Club

Week 1: Monday 20th July 2020 - Thursday 23rd July 2020

Week 2: Monday 27th July 2020 - Thursday 30th July 2020

Fusion's Summer Club will operate 7:45am -6:15pm Monday- Thursday on the above dates only and offers a variety of sessional childcare to accommodate the varied needs of all families attending. We have an early morning drop off at 7:30am if you would like to use it at an additional cost.

Fusion will provide children with all meals, session dependant (see below). There will be snacks provided throughout the day. Every day, children will have full access to a wide range of resources and a variety of activities will be on offer; art/craft, sport, outdoor activities, cooking, quizzes, science, messy play, quiet time, role play, dance, drama and lots more. Fusion will offer a range of structured and unstructured activities in a free choice play environment to suit individual children and their diverse needs.

Options	Timings	Meals included	Price
Option 1- Full day	7:45am-6:15pm	Breakfast, Lunch and light dinner	£45.00
Option 2- Breakfast Club, School hours and After School Club until 5:15pm	7:45am-5:15pm	Breakfast, Lunch and light dinner	£42.00
Option 3 - Breakfast Club and School hours	7:45am-3:15pm	Breakfast and Lunch	£35.00
Option 4 - School hours only	9:00am-3:15pm	Lunch	£30.00
Option 5 - School hours until 5:15pm	9:00-5:15pm	Lunch and light dinner	£38.00
Option 6 - School hours until 6:15pm	9:00am-6:15pm	Lunch and light dinner	£42.00
Early morning drop off: We will have an early drop off at 7:30am that is available at an additional £1.50 per child, which will be invoiced at the end of the month. You do NOT need to book this in advance, decide on the day.			

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Cancellation and Discount Policy:

As all sessions are prepaid, there is no refund for cancelled or non-attended sessions.

We offer the following discounts for Summer Club 2020. Discounts apply to each individual week:

- One child who books in for a full week (4 days) will receive 5% discount (on total cost).
- One child and sibling(s) who book in for a full week (4 days), will receive 10% discount per family (on total cost).

Registration and booking:

Existing Fusion families **DO NOT** have to re-register.

New families need to complete a Summer Club Registration Pack.

All families **MUST** complete a Summer Club booking form.

All session **MUST** be pre-booked and **AD HOC** bookings can only be made by prior arrangement, not on the day.

On receipt of your Booking Form and/or Summer Club Registration Pack (if applicable) a £30 (non-refundable) deposit, is required to secure your booking, which will be credited against your final invoice. This can be paid via Bank transfer Childcare Voucher or cash- please use the reference (SCDEP). Please state how you will be paying the deposit on the booking form.

Payment:

All bookings and all sessions must be paid for in advance of attendance.

Our Ofsted Number is: EY440436

Payment method:

- By Cheque payable to FUSION CHILDCARE SERVICES
- By Childcare Vouchers
- By Bank Transfer to FUSION CHILDCARE SERVICES.

Account no: 73511634

Sort code: 20-74-09

Please quote your child's surname and SUMMER as the reference

We look forward to seeing you at Summer Club.

Tracy, Abby, Becca and the Fusion Team.

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BOOKING FORM

Child 1 name:

Child 2 name :

Child 3 name :

Session	Monday 20th July 2020			Tuesday 21st July 2020			Wednesday 22nd July 2020			Thursday 23rd July 2020		
	Child 1	Child 2	Child 3	Child 1	Child 2	Child 3	Child 1	Child 2	Child 3	Child 1	Child 2	Child 3
Option 1- 7:45am-6:15pm												
Option 2- 7:45am- 5:15pm												
Option 3 - 7:45am- 3:15pm												
Option 4 - 9:00am- 3:15pm												
Option 5 - 9:00am- 5:15pm												
Option 6 - 9:00 - 6:15pm												

Session	Monday 27th July 2020			Tuesday 28th July 2020			Wednesday 29th July 2020			Thursday 30th July 2020		
	Child 1	Child 2	Child 3	Child 1	Child 2	Child 3	Child 1	Child 2	Child 3	Child 1	Child 2	Child 3
Option 1- 7:45am-6:15pm												
Option 2- 7:45am- 5:15pm												
Option 3 - 7:45am- 3:15pm												
Option 4 - 9:00am- 3:15pm												
Option 5 - 9:00am- 5:15pm												
Option 6 - 9:00 - 6:15pm												

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Personal Information

Child 1	<i>Please attach recent passport size photo here</i>	Full Name			
		Preferred name		Sex	
		Date of Birth		Nationality	
Religion					
Child 2	<i>Please attach recent passport size photo here</i>	Full Name			
		Preferred name		Sex	
		Date of Birth		Nationality	
Religion					
Child 3	<i>Please attach recent passport size photo here</i>	Full Name			
		Preferred name		Sex	
		Date of Birth		Nationality	
Religion					

Family Password

We require you to set up a **memorable** password with Fusion to use in emergency situations. Anyone who is collecting your child who is not recognised by a member of staff will be respectfully challenged and asked for the password. In some cases we will also telephone you for authorisation. Any person collecting your child **MUST** be over 18 years of age. **DO NOT** tell your child your password. If someone who is not recognised by staff at Fusion is coming to collect your child/ren, we will ask them for ID.

Our Family Password is:

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Private & Confidential Emergency Information	
Home Address	
E-mail:	

(please note this must be an e-mail address that is checked regularly)

If an emergency occurs at the Fusion, it is essential that we are able to contact someone. Parents/carers with parental responsibility should list themselves as the first point of contact. Your emergency contacts must be able to get to Fusion in the case of emergency so must be relatively local. You must have **4 contacts** and you must include their **place of work/location**.

It is your responsibility to inform us if any of this information changes.

	Name	Relationship to child	Phone Numbers	Place of work/location
Primary contact			Home: Mobile: Work:	
Second contact			Home: Mobile: Work:	
Third contact			Home: Mobile: Work:	
Fourth contact			Home: Mobile: Work:	

Who has parental responsibility (PR) for your child/ren?

Under the Children Act 2004 it is necessary for Fusion Childcare Services to know who has PR for your child/ren.

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Private & Confidential Information – Medical Information			
Name/s :	Child 1:	Child 2:	Child 3:
Doctor's Name Practice Address Phone number			
Special Dietary Needs: Cultural/ Allergies/ Dietaries -Does your child need help with eating or drinking?			
Allergies/ Medication: (A meeting with the Manager will be arranged). Any allergies? (what treatment is required? i.e. epi-pen, inhaler, specific medication)			
Health and Medical Conditions: Any health conditions medical requirements, disabilities, behaviours or impairments?			
Communication Needs: Speech, signing, pointing, picture boards, facial expressions etc. How does your child show emotion?			
Toileting: Any specific care requirements when using the toilet?			
Mobility: Does your child/ren need any support with mobility?			
Behaviour: Does your child have any additional needs? Does your child show any challenging behaviour? Does your child get distressed easily? Are there any known triggers? Has your child/ren ever acted aggressively towards others? Does your child play well with peers?			
Any other relevant information? Are there any other professionals involved with your child/ren?			
Has your child/ren previously attended any day care?			

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Consent: Please sign below to confirm your consent for the following. I give consent for Fusion Childcare Services to:			
Please add your child/ren's name/s in the first row. Name/s:	Child 1:	Child 2:	Child 3:
Take photographs/digital images and videos of my child/ren that will be used for Fusion's Website, promotional material, social media (Fusion's Open Facebook Page).	Yes/No	Yes/No	Yes/No
Emergency Medical Treatment if necessary	Yes/No	Yes/No	Yes/No
Take your child off site without specific, prior notification	Yes/No	Yes/No	Yes/No
DVD's- U's and PG's	Yes/No	Yes/No	Yes/No
Have Face paint	Yes/No	Yes/No	Yes/No
Can have suncream applied by staff (suncream is NOT provided by Fusion).	Yes/No	Yes/No	Yes/No
Use electronic devices provided by Fusion- in line with our E-safety policy	Yes/No	Yes/No	Yes/No
For projects involving external organisations, additional consent will be sought if necessary.			
As the Parent/Carer of the child/ren referred to in this pack, I confirm that the information I have given is correct to the best of my knowledge. I will inform Fusion Childcare Services if any of this information changes.			Yes/No
<u>Policies and Procedures:</u> I/We confirm that I/We have read, understood and will adhere to Fusion's Partnership and Parental Agreement Policy. I/We understand that Fusion has policies and procedures in place and there are expectations and obligations relating both to Fusion and myself and my child/ren. I/We have read, understood and agree to adhere to all of Fusion's Policies' and Procedures.			Yes/No Yes/No
<u>Privacy Notice:</u> I/We confirm that I/We have read and understand Fusion's Data Protection Policy which includes the Data Protection Act 2018 compliancy and hereby agree to the Privacy Statement. I/We understand that our personal information collected is used, stored and erased appropriately and is needed to fulfil our contract with Fusion Childcare Services. I/We are happy for Fusion to contact me/us through text, phone, email and postal service.			Yes/No Yes/No

Primary Contact Signed: _____ **Print Name:** _____

Secondary Contact Signed: _____ **Print Name:** _____