



Trinity Day Nursery
 156 Trinity Street
 Gainsborough
 Lincolnshire
 DN21 1JN

01427 677231
staff@trinitydaynursery.co.uk

Registration Form and Contract

All children who attend Trinity Day Nursery must be registered prior to attending.

Child's Full Name		Name to be Known by	
Date of Birth		Birth Certificate Checked	Gender
Home Address			
Ethnic Origin		First Language	
Funding Code		30 hour Funding Code	

Parent/Carer 1/Mrs/Ms/Miss/Mr			
Relationship to Child		Date of Birth	N.I. Number
Home Address (if different to above)			
Home Tel. No.		Mobile Tel. No.	
Work Tel. No.		Email Address	

Parent/Carer 2/Mrs/Ms/Miss/Mr			
Relationship to Child		Date of Birth	N.I. Number
Home Address (if different to above)			
Home Tel. No.		Mobile Tel. No.	
Work Tel. No.		Email Address	

Legal Guardian					
Relationship to Child		Date of Birth		N.I. Number	
Home Address (if different to above)					
Home Tel. No.		Mobile Tel. No.			
Work Tel. No.		Email Address			

Person with Legal Contact					
Relationship to Child		Date of Birth			
Home Tel. No.		Mobile Tel. No.			
Work Tel. No.		Email Address			

Who does the child live with?	
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Alternative contacts that may collect your child or be contacted in an emergency

Name		Relationship to Child			
Home Tel. No.		Mobile Tel. No.			
Name		Relationship to Child			
Home Tel. No.		Mobile Tel. No.			
Name		Relationship to Child			
Home Tel. No.		Mobile Tel. No.			
Password to be used					

<p>Does your child have any medical conditions? Please detail any medical procedures which are prohibited by family religion or belief. Please detail any religious or cultural considerations to be made when caring for your child.</p>
<p>Details</p>
<p>Does your child have any allergies or intolerances? Please give details</p>

Is your child registered with a Children's Centre?	Yes/No
If yes, which one?	

Has your child ever received funding at any other setting?					
If yes, which setting?		Leaving date		Funded hours	

Doctor		Address	
		Tel. No.	
Health Visitor		Address	
		Tel. No.	
Any other professional person involved with your child		Address	
		Tel. No.	

Start Date		Funding received	12 / 24	Leaving Date	
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Please indicate which times you would like your child to attend on each day (e.g. 8am-12noon, 1pm-6pm, 8am-6pm)

Monday	Tuesday	Wednesday	Thursday	Friday

Fees are as per fees policy.

All fees are payable within 7 days of invoice being issued (1st of the month)

Payment methods can be either cash or credit/debit card. If payment is not received within 7 days then a £25 charge will be added to the bill. If payment is not received within 14 days then your child can no longer attend the nursery. Any issues over payment should be raised with Julia/Laura in the first instant.

Consents

I/We consent to the following regarding my child

Signature in each box please to confirm

	Parent/Carer 1	Parent/Carer 2
Emergency treatment being given to my child during the session (First Aid)		
Photographs of my child to be used within the setting and on Tapestry		
I give consent for my child to appear in a group photograph/video in other children's Tapestry Journals		
Photographs of my child can be used on the nursery website and in publicity including the press.		
Apply suncream when required (suncream to be supplied by parents and labelled in the original containers)		
Plasters to be used when required		
To go on outings in the local area		
Nursery to email out newsletters, invoices and other relevant information.		
Data to be held in the setting according to Data Protection Act 2018 Guidelines and complying with General Data Protection Regulations 2016		
I have received a copy of the setting prospectus/information pack		
I am aware that copies of all the setting policies and procedures are available on the nursery website and agree with this information.		
I understand that I may withdraw my child at any time by giving 4 weeks' notice in writing.		
I hereby give my consent for the information given above to be held on file in compliance of the Data Protection Act 2018 and the General Data Protection Regulations 2016		
Tapestry: Access and usage consents and agreed guidelines - As a parent/carer I will... <ul style="list-style-type: none"> • NOT publish any of my child's observations, photographs or videos on any social media site. • Keep the login details within my trusted family. • Speak to a member of staff if I experience any difficulties accessing my child's learning journey. 		

Parent/Carer 1	Print Name			
	Signature		Date	
Parent/Carer 2	Print Name			
	Signature		Date	
Manger/Owner	Print Name			
	Signature		Date	