

MELROSE NURSERY REGISTRATION FORM

Please fill in the details on this form in block capitals and return it to: Melrose Nursery School, St Gabriels Hall, Noel Road, Acton, W3 0JE or melrosenursery@live.co.uk

ABOUT YOUR CHILD

Child's Name: Last Name (Male/Female)

Child's Address:

.....

Child's Date of Birth: Desire Date of Entry:

Child's Religion: Ethnic Origin:

First Language: Other Language:

If you wish to register your child at Melrose Nursery School could you please tick this box

and include a non refundable Registration fee of £50.

This goes not guarantee your child a place.

ABOUT YOU

Mother's Name:Last Name.....

Mother's Place of Work:

Mother's Contact Tel Numbers:

Mother's Email Address:

Father's Name:Last Name.....

Father's Place of Work:

Father's Contact Tel Numbers:

Father's Email Address:

Who has Parental Responsibility (please state – cross out who is not relevant):

Mother / Father / Both parents / Other

Is there any named Adult who has no legal access to your child?

Number in Household: Position in Family:

Siblings names & ages.....

EMERGENCY TREATMENT

In the event of an emergency and the nursery is unable to contact you or any of your representatives we request **you sign below** to indicate that the nursery may authorise emergency treatment from medical specialists. (e.g., a Doctor, Surgeon, Nurse or Paramedic).

Signed:

EMERGENCY CONTACTS

EMERGENCY CONTACT 1: Name & Address

.....
.....

Relationship: Contact Number:

EMERGENCY CONTACT 2: Name & Address

.....
.....

Relationship: Contact Number:

CHILD'S DOCTOR

Name:

Address:

.....

Telephone Number:

CHILD'S MEDICAL HISTORY

Has your child had the following illnesses?: (* Please delete as appropriate)

Measles Yes/No* Mumps Yes/No* Rubella Yes/No* Chickenpox Yes/No*

Whooping Cough Yes/No*

Has your child been immunised for any of the following?

Diphtheria Yes/No* Tetanus Yes/No* Measles Yes/No* Poliomyelitis Yes/No*

Whooping Cough Yes/No* Measles, Mumps and Rubella Yes/No*

Date Booster immunisation received:

Does your child have special needs, require regular medical attention, have any allergies, food dislikes or intolerance, if yes please give details Yes/No*

.....
.....

Are there any medical, religious, cultural or dietary requirements you would like us to observe, if yes, please give details:

.....
.....

Do you have any concerns regarding your child's development

yes/no

If yes please give a brief description

.....
.....

SESSIONS

I would like my child to attend the sessions ticked below:

	Monday	Tuesday	Wednesday	Thursday	Friday
AM					
8.30 – 11.45					
PM					
12.15 – 3.30					
Full Day					
8.30 – 3.30					

SECURITY

NAME & SIGNATURE OF PERSON WHO USUALLY COLLECTS CHILD i.e, Parent/Carer

In the interests of security of the children in our care, we will not, under any circumstances, allow your child to be picked up by anyone other than the persons identified above. **If you envisage the need to have someone else collect your child you must send us written authorisation.**

AGREEMENTS

I/we agree to give a term's notice of leaving in writing or a term's fees.

I/we agree for my child to be photographed whilst at Melrose and for such pictures to be displayed in promoting the provision of the Nursery. Yes/No

I/we agree to allow suntan cream to be applied to my child's skin, but I understand that I must supply a cream that I know to be suitable to my child's skin. Yes/No

I/we agree to give permission to staff to change my child when necessary. Yes/No

I/we give permission for treatment in the event of minor injury and application of hypoallergenic plaster. Yes/No

I/we give consent for information to be shared between agencies under the Child Protection Act . Yes/No

All fee's are invoiced termly and are payable monthly in advance. By signing this form you have agreed to all of the above.

You are not charged for school holidays with the exception being school training days and bank holidays.

Signed: Date:

Please retain a copy of this form for your records before returning to the nursery.

NB: Parents are asked to notify the Nursery immediately if there are any changes to the above information.