

Copthorne Prep School Hi5 Holiday Club Registration & Consent



Please complete this form in as much detail as possible. We need this information to be able to process your holiday club application for your child.

Child's Name _____

Date of Birth _____

Parent/Carer _____

Address _____

Email Address _____

Contact Number Day/Mobile _____

Emergency Contact Details _____

Doctor's Surgery Details _____

Medical Details

Is there any information we need to be aware of regarding:

Medical _____

Allergies _____

Dietary Requirements _____

Medications and treatment whilst attending Hi5

Please sign below if you are happy for your child to be given medication by Hi5 qualified staff or a qualified first aider during the course of the day (i.e. Calpol, allergy syrups)

I agree/do not agree with my child being given medication, treatment, first aid and emergency hospital treatment.

Signed _____ Date _____

Headmaster - Chris Jones B.Ed (Hons)

Copthorne Preparatory School, Effingham Lane, Copthorne, West Sussex RH10 3HR

01342 712311 office@copthorneprep.co.uk www.copthorneprep.co.uk

Registered Charity Number 270757 Company Registration Number 1239211

Consent Information

The information requested on this form is needed because the School has contractual and statutory duties towards your child. For more information about how the School will use your information, and your child's information, please see our Privacy Notice. This document is published on the School's website: <https://www.cophthorneprep.co.uk/information/policies/school-policies/>

I agree/disagree with the following:

Swimming

Yes/No

There will be swimming sessions – Children must be able to swim to the edge of the pool. If your child has any weaknesses please let us know. Mini Hi5 Older Nursery and Reception only at discretion of manager. Please email for more information.

Facepainting

Yes/No

Sometimes we do have some face painting at Hi5 – do you give consent for your child to participate in this activity?

Bouncy Castle

Yes/No

We have a standard bouncy castle at Hi5 – do you give permission for your child to use this?

Climbing Wall

Yes/No

We may be using the climbing wall in the near future. Please advise if you are happy for your child to do this - information will be sent out before any events

Films

Yes/No

I am happy for my child to watch 'U' and PG rated movies?
(Nursery, reception, year 1 and 2 will only watch 'U' rated movies)

Suncream

Yes/No

I consent to suncream I have supplied being applied to my child's arms, legs, neck and face by a Hi5 member of staff.

Yes/No

My child can apply their own suncream

Photography

Yes/No

From time to time, the children are photographed during the Hi5 Holiday Club sessions. At times we may wish to use some of these images in publications which go outside school. This may be for the Termly Review Brochures, Handbooks, in local newspapers or magazines, our website and Social Media (Facebook, Twitter and Instagram). Do you give permission for your child to be photographed or videoed whilst participating in activities at Hi5?

Please note you may withdraw consent at any time in the future by emailing hi5@cophthorneprep.co.uk

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Booking Conditions

The Small Print

1. Any medical condition, disability and medication currently being used must be declared. Activities are subject to age and ratio restrictions.
2. Copthorne Prep School reserves the right to cancel or change activities if:
 - (i) Inclement weather or any other unusual condition
 - (ii) The occurrence of any unforeseen circumstances
 - (iii) Continuous bad or unsafe behaviour by participants
3. Booking is on a first come first served basis.
4. Places must be pre-booked and prepaid to confirm your child/ren place/s as per the details found on the invoice.
5. Staff leading the activities are trained and qualified to do so and will conduct the activities in such a way as to limit the risk of injury. However, participants and parents must accept that it is possible accidents and injury may occur. While taking reasonable care, neither Copthorne Prep School nor its staff can take responsibility for any damage or loss to personal property or any injury arising from the activities (unless proven to be negligent).
6. If you wish to change/cancel a booking, you must give at least 24 hours notice or you may still be charged.
7. Staff will expect all children to behave respectfully towards each other and Hi5 staff.
8. Staff will expect all children to be respectful of the school grounds as well as the classrooms, swimming pool and sports hall.
9. Normal hours for Hi5 Holiday Club are 8.00am - 5.00pm. We are pleased to offer an extended day until 6.00pm. This ideally needs to be booked at time of booking to ensure we maintain our Staff:Child ratios. There is an extended day supplement charge.
10. To contact a member of staff during Hi5 hours, please phone 07718 985349 or email hi5@copthorneprep.co.uk. The email account is accessible all year round.
11. Unless we have received a signed registration and consent form your child/ren will not be able to attend Hi5.

I am legally responsible for the child(ren) booked and agree to the booking conditions and have given consent where appropriate.

Signed _____

Date _____

Please return all forms via the School Offices marked for the attention of Sophia Pavlou

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