

KIDS' CITY BOOKING FORM AUTUMN TERM 2010
After School Club



IMPORTANT INFORMATION FOR PARENTS

How to book:

- in person during the first week of term from close of school to 5.30pm daily; please see your Centre Manager
- on-line via the Kids' City website: www.kidscity.org.uk

Closing date for bookings is the first Friday of a new term at 5.00pm.

Thereafter we require 3 days' notice before accepting children and a booking fee is payable.

Please take care to: enclose full payment with your form and include your Annual Membership fee if it is due.

Please refer to the booking form cover for details of charges in respect of financial matters or irregularities.

CHILD'S DETAILS All information must be completed

Family name _____ First name _____

Age _____ Class _____ Year _____ E-mail Address _____

Home phone _____ Mobile _____ Work _____

Is your child allowed to go home on their own? YES NO

Can your child be photographed for Kids' City publicity material (e.g. newsletters, local paper)? YES NO

SPECIAL INFORMATION: We must be told about ANYTHING that will help staff to ensure your child's comfort and safety.

Special Dietary Needs?	YES/NO	Allergies	YES/NO	Contact Order in place	YES/NO
Mobility Difficulties	YES/NO	Behavioural Difficulties	YES/NO	Speech/Language	YES/NO
Phobias?	YES/NO	Special Educational Needs?	YES/NO	Visual/Hearing Impairment	YES/NO

Additional information (please state)

MONITORING INFORMATION (please tick) – this is not compulsory but is often asked for by our funders

<input type="checkbox"/> White British	<input type="checkbox"/> Black Caribbean	<input type="checkbox"/> Black Other	<input type="checkbox"/> Bangladeshi	<input type="checkbox"/> Mixed Race
<input type="checkbox"/> White European	<input type="checkbox"/> Black African	<input type="checkbox"/> Indian	<input type="checkbox"/> Latin American	<input type="checkbox"/> Prefer not to say
<input type="checkbox"/> White Other	<input type="checkbox"/> Black British	<input type="checkbox"/> Pakistani	<input type="checkbox"/> Chinese	<input type="checkbox"/> Other (please state)

Please tick if the following apply to you: Childcare tax credit received Employed as a result of childcare tax credit

PAYMENT DETAILS All information must be completed

Please see Parents' Handbook for information on school closure and Kids' City procedures

PRICES After School Club: Tick rate that applies to booking (per day) <input type="checkbox"/> Full fee - £9.40 <input type="checkbox"/> Subsidised - £3 (max 2 places per week if in receipt of Free School Meals) <input type="checkbox"/> Staff - £4.70 (Kids' City staff working on site, on day) <input type="checkbox"/> Volunteers - Free (volunteer working on site, on day) <input type="checkbox"/> Emergency care - £11 <input type="checkbox"/> Statutory agencies - £15 <input type="checkbox"/> Collections from other schools - £1 (collections from other schools at limited sites only)	Total fees for after school club						
	Start date _____		£				
	Booking fee £10 (payable only if booking not completed by first Friday of term) YES <input type="checkbox"/> NO <input type="checkbox"/>			£			
	Annual registration £23 YES <input type="checkbox"/> NO <input type="checkbox"/>			£			
Tick days attending <input type="checkbox"/> Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri		Collections from other schools £1 per day YES <input type="checkbox"/> NO <input type="checkbox"/>					
		Total costs for this term					
		£					
Cheque instalments	10th Sep	£	10th Oct	£	10th Nov	£	£
Must be in instalments by three cheques of equal amounts dated as shown. Cheques payable to Kids' City. All 3 cheques must be left at time of booking.							
Payment Method	Cheque	Cheque card number, child's name and school on the back of cheque please					£
	Cash	Payment in full only					£
	Credit card	Payment in full only, please complete separate credit card form					£

CONDITIONS This section must be signed and dated

It is a condition of membership that:

1. CHILDREN ARE COLLECTED BY 6.00pm: A late collection penalty of £20 per half hour will be applied - sorry, no exceptions.
2. FEES ARE PAID IN FULL, IN ADVANCE, BY THE FIRST FRIDAY OF TERM.
3. CHILDREN'S AND PARENTS' BEHAVIOUR DOES NOT INTERFERE WITH THE SAFETY AND ENJOYMENT OF OTHERS.
4. ADMINISTRATION CHARGES THAT MAY ARISE FROM FINANCIAL IRREGULARITIES ARE PAID IN FULL.

I am the parent or guardian of the child whose name appears above. I agree to abide by the conditions of membership.

Signed _____

Date _____

