

CHIRPY CHICKS PLAYGROUP

Chirpy Chicks Playgroup operates term-time Monday to Friday, 9am to 12pm. Please tick which daily sessions are required and whether or not they recur weekly during the month.

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1					
Week 2					
Week 3					
Week 4					

General Terms & Conditions

The cost of a 9am-12pm session is currently **£8.75** and is reviewed annually in June with any changes communicated to prospective parents before the start of the autumn term. Payments continue over term-time closure periods (excluding summer break), holidays, and sickness to retain your child's place in Playgroup. Payment can be made in a number of ways. We encourage the use of **Employers For Childcare** vouchers and can accept standing orders with bank details available on request. And of course we can also accept cash or cheques if that is convenient for you as well. You will receive a fees invoice at the start of the month and all payments are to be made by the **15th of the month**. Late payment will incur a £5.00 fee and Playgroup reserves the right to withdraw our services in the rare case of continued non-payment of fees.

Playgroup cannot undertake the care of sick children – i.e infectious diseases, excluding colds & coughs. This is for the protection of others in the setting and any decision to exclude a child from a session due to illness is at the discretion of the Playgroup Leader. Staff also cannot administer medicines unless there is a very specific circumstance and written permission is given.

When dropping your child off at Playgroup you are responsible for seeing them securely into the care of a member of staff who will mark them in the attendance register. It is important that you inform staff who is to collect your child from the playgroup each day. If someone not registered as a contact for your child is to collect them staff must be informed for security reasons. Also if there is a situation where a parent does not have custody of a child and are not permitted contact we would need such information in writing and proof of a court order.

I AGREE TO THE TERMS & CONDITIONS ABOVE

SIGNED: _____ (Parent/Guardian)

DATE: _____

SIGNED: _____ (Playgroup Representative)

DATE: _____

All information is held securely and in the strictest confidence

Registered Address - 20 THE CHANDERIES, GREYABBEY, NEWTOWNARDS, CO.DOWN BT22 2TA

EMAIL - info@chirpychicksplaygroup.com

WEBSITE - www.chirpychicksplaygroup.com

CHIRPY CHICKS PLAYGROUP

Contact Details

CHILD'S NAME _____

DOB _____

MOTHERS NAME _____

FATHERS NAME _____

ADDRESS _____ POST CODE _____

(If applicable)

2nd ADDRESS _____ POST CODE _____

TEL - HOME _____ WORK _____ MOBILE _____

TEL - HOME _____ WORK _____ MOBILE _____

Please provide an email address we can contact you on regarding upcoming events, reminders, and our monthly newsletter. Your address is not shared with any 3rd party and held securely.

EMAIL ADDRESS 1 _____

EMAIL ADDRESS 2 _____

GUARDIAN/CARER (If applicable) NAME _____

ADDRESS _____ POST CODE _____

TEL - HOME _____ WORK _____ MOBILE _____

EMAIL ADDRESS _____

Should a parent/guardian/carer be unavailable to pick up a child due to illness or be uncontactable for any other reason please provide an emergency contact

EMERGENCY CONTACT'S NAME _____

ADDRESS _____ POST CODE _____

TEL - HOME _____ WORK _____ MOBILE _____

EMAIL ADDRESS _____

RELATIONSHIP TO CHILD (I.E. UNCLE/AUNT/GRANDPARENT/FAMILY FRIEND)

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About Your Child

MAIN INTERESTS

SIBLINGS (Names & Ages)

LIKES (Favourite food, TV show, Toy, etc)

SPECIFIC DISLIKES (i.e. getting hands wet, loud noises, creepy crawlies, etc)

ANY OTHER SPECIAL PEOPLE IN THEIR LIVES (might even be a pet!)

Health Details

DOCTOR'S NAME _____

DOCTOR'S ADDRESS _____

DOCTOR'S TEL _____

ANY RELEVANT MEDICAL HISTORY

HEALTH VISITOR NAME (If applicable) _____

ANY ONGOING HEALTH PROBLEMS IE; ALLERGIES, ASTHMA, ECZEMA. PLEASE STATE

If you have any further information, which would be relevant to your child's emotional or physical welfare or if any of this information changes please inform us as soon as possible. Near your child's start date you will receive a 'Settling In' information booklet for further guidance.

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