

Creche Booking Form

For Saturday 1st November 2008

(Crèche, Saturday only opens at 9.15am and closes between 5.15pm/5.30pm)

(Peter McKenna, experienced children's entertainer will be entertaining the children in the main crèche room with a disco, a little magic, balloon modelling, etc with one show in the morning and one in the afternoon). The crèche will be manned by experienced CRB checked, highly trained staff, who are able to look after children with special needs, sign Makaton and are first-aid trained. Please fill in as necessary, separate enclosed crèche registration forms. If you need more of these, please either photocopy before filling it in, or email or phone Marion for extra copies.

The Mobile Crèche Child Registration Form

Parent/Guardian Name

Child's Name:

DOB Male Female

Does this child have a rare chromosome disorder? Yes No

If yes, please give karyotype (if known)

Are there any details of health (allergies, illnesses, etc) including medication that crèche workers need to be aware of? Yes No

If yes, please provide including epilepsy and behavioural matters

How does your child communicate? Speech Makaton other

Other, please describe

Are there details of special dietary requirements (including feeding for babies) that crèche workers need to be aware of (ie nut, dairy, wheat intolerances)? Yes No

If yes, please provide information:

Does your child use: Toilet Nappy Potty

Does your child sleep during the day? Yes No

Does your child sleep in a: Cot Pram Pushchair

Will you be on site at all times during the conference/event Yes No

Please give a contact number:

Medical Attention – Consent

(see below)

I agree to any emergency medical treatment necessary during the running of the crèche. I agree for the staff to sign any written form of consent required by the authorities, if a delay in getting my signature is considered by the doctor to endanger my child's health and safety.

Signed Date

Print Name

Face Painting – Consent

We will have a face painter in the crèche, if your child would like their face painted (or arm for those who can't tolerate face)?

I agree for my child's face to be painted Arm painted No face/arm paint

Signed Date

Print Name

Photograph Permission

During the course of the event your child's photo may be taken. These photos may be used for media/ promotional or advertising purposes. Please indicate below if you are in agreement with this.

I agree for my child's photo to be used for the above purposes: Yes No

Signed Date

Print Name

IMPORTANT PLEASE NOTE:

We are unable to provide staff on a one-to-one basis in the crèche. If your child does need a one-to-one carer, please arrange to bring one with you. If you are able to find alternative care for your children, then it would help greatly with numbers and allow a place for children for whom there is no alternative. The staff in the crèche reserves the right to ask parents to remove their child if they become too disruptive (ie because of the vulnerability of some of the children, we could not admit any child that is physically aggressive). You will be contacted during the conference only if absolutely necessary should your child need further assistance. The crèche is suitable from birth to 12 years (discretionary). Older siblings (12+) might find it a little young for them, however, they are still very welcome providing they are able to look after themselves or help with their siblings. We are hoping to have DVD's showing (space permitting). Drinks will be provided for the children in the crèche. If your child requires a special drinking cup/bottle please bring it with you. Please also bring nappies/pads and at least one change of clothing (please make sure all items are clearly labelled with your child's name). Please also let us know about any food allergies your children have at time of registration. Please continue on a separate sheet of paper if necessary.