



## Castle Hills Primary Academy Breakfast Club & Tea Timers Registration Form

Breakfast Club and Tea Timers run during term time Monday – Friday. Breakfast Club opens at 7.15am until the start of the school day, the latest admission is at 8.00am. Tea Timers is open from the end of the school day and closes at 5.30pm. Pupils in lower school are escorted to / from class by a member of staff, children in upper school make their own way between wraparound club and their class.

Children attending Breakfast Club or Tea Timers are to be dropped off and collected from the main Reception, please press the bell for attention. The prices are as follows, and **must be paid on ParentPay in advance of attendance.**

Breakfast Club	Tea Timers Club
From 7.15am - <b>£4.00 per day</b>	3.15 – 4.30pm <b>£2.50</b> (includes juice and a snack)
8.00am last entry - <b>£2.50 per day</b>	3.15 – 5.30pm <b>£7.00</b> (includes a light tea)
Both sessions include a selection of breakfast items and drinks	4.30 – 5.30pm <b>£5.00</b> (for children who attend Tea Timers at 4.30 after an after school club, includes a light tea)

### Pupil Information

Surname (as on Birth Certificate)	
Forename(s)	
Date of Birth	
Home Address	

### Parent / Guardian 1

Full Name	
Relation to Pupil	
Mobile Number	
Landline/Work Contact Number	

### Parent / Guardian 2

Full Name	
Relation to Pupil	
Mobile Number	
Landline/Work Contact Number	

### Emergency Contacts

**Please fill in details below of emergency contacts if we have difficulty contacting you. Place them in the order to be contacted in, e.g. Grandparents, Auntie, Uncle etc.**

Name	Contact Number	
Address	Relationship to child	
Name	Contact Number	
Address	Relationship to child	

**As a parent / carer I have sought permission with the emergency contact detailed above to share their data with the school.**

**In case of a medical emergency where parents cannot be contacted, medical data will have to be shared with medical personnel.**

## Allergies

Does your child have any <b>MEDICALLY DIAGNOSED</b> allergies (not intolerances)?	Yes [ ] No [ ]
If yes, what are they allergic to?	
Has your child been prescribed an epi pen?	Yes [ ] No [ ]
If yes, have you provided one to keep at school?	Yes [ ] No [ ]

## Asthma

Does your child have <b>MEDICALLY DIAGNOSED</b> asthma?	Yes [ ] No [ ]
Has your child been prescribed an inhaler?	Yes [ ] No [ ]
If yes, have you provided one to keep at school?	Yes [ ] No [ ]

## Other Medical Conditions

Does your child have any other long term <b>MEDICALLY DIAGNOSED</b> conditions?	Yes [ ] No [ ]
Do they take regular medication for this?	Yes [ ] No [ ]
Please describe the condition in as much detail as possible including the type and frequency of medication:	

## Declaration

<b>I confirm that the above information is a complete and accurate record of the above-named child's medical needs.</b>	Signed: _____ Print Name: _____ Relationship to child: _____	Date: _____
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All data collected on this form is collected in line with UK-GDPR regulations and the Data Protection Act 2018.

It is your responsibility to ensure the details collected on this form are kept up to date and any changes are communicated to us.

### **Next Steps**

Completion of this form means your child can be registered to use Breakfast Club and Tea Timers; this does not mean they are booked in for any sessions. To make a booking, you can:

- Email [bookings@castlehillsacademy.com](mailto:bookings@castlehillsacademy.com)
- Phone 01302 780246

**Please ensure you read the Wraparound Care Policy on the school website:**

**[www.castlehillsacademy.com](http://www.castlehillsacademy.com)**

***On completion, please return this form to the Academy office.***