



Enrolment Agreement Holiday Programme

Child's Full Name.....Date of Birth.....
 Preferred names
 (nicknames).....
 Male/Female.....Ethnicity.....Iwi.....

Primary
 Caregiver.....Relationship.....
 Address.....
 Ph (Home)..... (Mobile) (Work)
 Email

Secondary
 Caregiver.....Relationship.....
 Address.....
 Ph (Home)..... (Mobile) (Work)
 Email

Emergency
 Contact.....Relationship.....
 Address.....
 Ph (Home).....(Mobile).....(Email).....
 (To be used in the event that we cannot contact you first).

Immunisations current? Y/N

Family GP.....Phone.....
 Address.....

Health Problems/Dietary Concerns/Allergies/Medications required:

Medications must be signed for or staff cannot administer.

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Special Needs

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Cultural or Religious Considerations (e.g. Languages spoken at home).....

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Permission to use Arnica/Bepanthen/Sunscreen/Zinc and Castor Oil Cream/Antiseptic/Antihistimine Cream if required Y/N (signature).....

Enrolment date:.....

Term Holidays Enrolled (please circle): *One Two Three Four*

Week One	Mon	Tues	Wed	Thur	Fri
Week Two	Mon	Tues	Wed	Thur	Fri



Persons who may collect your child from The Forest (anyone other than listed on front page:

Name:	Name:
Address:	Address:
Phone:	Phone:

Persons who may **NOT** collect your child from The Forest:

Name:	Name:
Details:	Details:

Custodial arrangements: (please attach any court orders, protection orders, or advise of any access with conditions in place for this child)

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I have read the Fees and Policies information and agree to abide by the payment terms referred to in the document. I hereby declare all the information in this enrolment application is true and correct.

Signed..... Date.....



Enrolment Information

Payment of fees

Term payment is due on invoice, however by arrangement, instalments may be made.

Illnesses

Will be charged at your normal day rate.

Cancelling your Holiday booking at The Forest

Two weeks notice is required of intention to withdraw your child from the school programme booking, or normal payment of fees for your booking will be due.

Website

Observations will be done on your child and photographs taken. Sometimes these photographs may be used on the School's website or Facebook site with your permission. YES/NO

Medical Care

In the event of emergency, staff will take all actions necessary to safeguard your child's wellbeing and administer treatment of any illness/injury through the necessary channels, e.g: calling an ambulance if required, this will be at the parents' expense.

I agree to the terms and conditions of enrolment, and agree to pay the Holiday fee in full on invoice prior to my child starting as set out in the above policy. I understand that my place is not confirmed until the fee is paid.

Acceptance of enrolment of my child at this service is in no way an assurance or guarantee of continued enrolment for the time indicated or under the terms and conditions effective at the time of enrolment. Management reserves the right to terminate enrolment or vary the conditions.

Parents Signature.....Date.....