

Registration Form Unaccompanied children (7yrs+)

Family Name		Age	Girl	Boy
1.Child's Name				
2.Child's Name				
3.Child's Name				
Parent/Carer Names	First Name	Surname		
	1.			
	2.			
Phone Numbers & Email (We must be able to reach you in an emergency)				
Email address				
Email address				
Home address				
House number/ name		Street		
Town		County		
Postcode		Country		
Please tell us about any medical conditions, allergies, or medications currently taken that we should know about? (Please note that play workers cannot administer medications)			Y	N
Please tell us about these:				
Any special needs that we should know about?			Y	N
Can we apply sun cream to your child if necessary?			Y	N
In an emergency can your child receive medical treatment & be taken to hospital if you can't be contacted and hospital treatment is needed?			Y	N
SOAP is an inclusive playground. So that we can improve our provision and apply for specific funding, please can you tell us the ethnicity of the children attending SOAP? Please circle.				
White	British			
	Irish			
	Other			
Mixed	White & black Caribbean			
	White & black African			
	White & Asian			
	Other mixed			
	Black Caribbean			

Black or Black British	Black African
	Other black
Asian or Asian British	Indian
	Pakistani
	Bangladeshi
	Other Asian
Chinese or other Ethnic Group	Chinese
	Other ethnic group

Does your child have a disability (physical or mental)? Please circle

Learning disability or learning difficulty

Physical disability

Mental health problems

Please turn over....

Would you like to become a member of SOAP (This entitles you to vote at the AGM and is free!)?	Y	N
Would you like to be added to our email list to receive news and updates about SOAP?	Y	N
Do you <u>agree</u> to photos of your children being taken & used for publicity and seeking funding SOAP? Photos may be use on our website or posters.	Y	N

Terms and conditions of playing at SOAP

- Children 7yrs+ can stay at SOAP without a parent/carer, under supervision of our play workers.
- SOAP is a play scheme, not a registered child-care provider.
- It is open access, which means children are free to come & go as they please.
- Play workers are not responsible for children once they leave.
- Parents/carers can stay & when on site are responsible for supervision of their children at all times, including those 7+ year olds.
- All users of SOAP are expected to respect the Ground Rules. Please ask if you are unsure about these. They are displayed around SOAP
- We may ask that children are collected if it is no longer appropriate for them to stay at SOAP.
- Children should be dressed in clothing & footwear for outdoor messy play, climbing and running.
- Please provide lunch and snack if your child is staying for extended periods at SOAP.

The information I have provided is accurate to the best of my knowledge & I have read and understood the T&Cs

Signature

Print name

For administration purposes only

Play worker signature	
I have checked the form and it is complete	
Date	



SOAP privacy policy and use of your data March 2018

All information on the SOAP registration form is kept confidential and in a secure location. SOAP uses this data internally to keep children safe, and to contact you about your child, if we need to. We create an electronic register of children's names only. No other identifying information, such as address or contact number is kept electronically. This register is password protected.

We do not share personal information about your children with any third party. We keep paper registration forms until Easter 2019. If you would like your information removed from SOAP please email hiresoapoxford@gmail.com. Please be aware that your child will need a complete registration form to stay at SOAP in the future.

If you have ticked the box to join our mailing list you will be sent updates about SOAP, including events, and fundraising appeals. We use Mail Chimp for this purpose. If you wish to unsubscribe this is easy and automated through Mail Chimp via SOAP's newsletter.

We count the number of children visiting SOAP on a daily basis. This process does not identify individual children. We use postcode data to better understand SOAP users and for funding purposes. Again, individual addresses and children cannot be identified through this process.

If you have any questions about this process or would like further information, please contact hiresoapoxford@gmail.com.

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