

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		

All children are welcome at SOAP. We are an inclusive playground.

This question is not about citizenship or nationality. We need this information so that we can monitor that we are being inclusive, improve equal opportunities and our provision, and apply for specific funding where possible. Please tick the ethnicity of the children registered on this form.

		<u>Please tick</u> ✓	Admin only
White	British		01
	Irish		02
	Irish Traveller/Gypsy		03
	White Other		04
Mixed	White & black Caribbean		05
	White & black African		06
	White & Asian		07
	Other mixed		08
Black or Black British	Black Caribbean		09
	Black African		10
	Other black		11
Asian or Asian British	Indian		12
	Pakistani		13
	Bangladeshi		14
	Other Asian		15
Chinese or other Ethnic Group	Chinese		16
	Arab		17
	Other ethnic group		18

PLEASE TRUN OVER.....

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
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
Can we apply sun cream to your child if necessary?	Y	N
The following questions are asked so that we can better support children and show we are operating an inclusive playground		
Does your child have any physical disability or mental impairment?	Y	N
Learning difficulty or cognitive impairment (SEN-D)?	Y	N
Mental health condition/illness?	Y	N
Please tell us about these so we can better support your child.		
We welcome all disabled and non-disabled children, children with learning difficulties, mental health conditions, and behaviours that may be challenging. We'll do our best to accommodate and support their requirements within a physically challenging environment. Please talk to us if your child requires any specific support, or you have any questions about our facilities and equipment.		

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 funding purposes ?	Y	N

Terms and conditions of playing at SOAP

- Children take the lead and are free to play as they choose.
- Whatever is done here – by anyone – must not harm the enjoyment of others.
- All children have the right to play at SOAP regardless of background and/or ability.
- Everyone must respect SOAP's Ground Rules that are displayed around the playground. Please ask if you are unsure about these.
- Children 7yrs+ can stay at SOAP without a parent/carer, under supervision of our play workers only if they are registered.
- 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.
- We may ask that children are collected if it is no longer appropriate for them to stay at SOAP.
- Please don't take photos without permission. All children are encouraged to keep mobile phones in their bags, or give them to a playworker for safe-keeping
- Children should be dressed in clothing & footwear for outdoor messy play, climbing and running.
- Please provide lunch and snacks 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	Date
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For administration purposes only

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



PRIVACY POLICY AND USE OF YOUR DATA

April 2019

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 2020. 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, it's 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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