Woodwater Academy
Woodwater Lane, Exeter
Devon EX2 5AW
T: 01392 274147
E: woodwater@ventrus.org.uk
W: woodwater.devon.sch.uk

Breakfast & After School Club (BC & ASC)

REGISTRATION

All children who attend BC/ASC must be registered with us using this form before they will be able to attend. The BC & ASC are run during term-time only and children will be collected from their class. Children will remain at the club until collected by a named adult.

BOOKINGS

Bookings should be made as early as possible as places are allocated on a first come, first served basis and completing the booking form does not automatically guarantee a place. We will notify you within 24 hours of receipt of the booking form if there is a problem with your session dates. BC/ASC cannot take responsibility for children who arrive when no booking has been made, especially when there is no capacity to take the child/ren if the Clubs are full.

CANCELLATION

Please note 24 hours' notice is required for cancellation to avoid being charged for any session. Cancellations should be notified to the Supervisor or the school office. The ASC/BC telephone number is 01392 274147.

PAYMENT

Payments should be made in advance of the requested session/s via ParentPay as follows:

Breakfast Club		**After School Club**	
1st child	£3.10	**1st child**	£6.20
2nd child	£2.50	**2nd child**	£5.20
3rd & 4th child	£2.30	**3rd & 4th child**	£4.90

Child's name (in full)	
Name to be called	
Address	
Date of birth	
Name of parent(s) or carer(s)	
Address	
Telephone numbers – Mobile/Day	
Name and address of person collecting child from the club if different from the above *(children will only be allowed to leave with a named person)*	
Telephone numbers – Mobile/Day/Evening	

Details of second contact other than collector who may be able to collect the child in an emergency	
Telephone numbers – Mobile/Day/Evening	
Details of child's doctor	
Name and address	
Telephone number	
Does your child have any medical problems? (please list)	
Does your child have any known allergies or major dislikes (i.e. food or materials)?	
On which days will your child attend the club?	Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐
When would you like your child to start at the club?	
Any other information	

Some of the routine activities of the club may involve visiting parks or short trips. For your child to take part in these activities, you must give your permission.

I agree to my child taking part in the activity described above
Yes ☐ **No** ☐

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

Yes ☐ **No** ☐

Signed: ……..Parent/Guardian

Date: ……..