



FOUNDATION STAGE ONE ADMINISTRATION FORM



Child's Name:.....

Tel No at work-Father:.....

Date of Birth Sex:.....

Tel No at work-Mother:.....

Tel No at Home:.....

Emergency Tel No:.....

Unit Address:.....

Home Address:.....

.....

.....

Name(s) of person(s) authorised to collect your child from Foundation Stage One.

.....

(Please notify in writing the setting of any changes as soon as possible. No child will be released to an unauthorised person)

Name by which the child should be addressed in:

Child's first language:.....(if not English, please record overleaf, any special words or phases)

Special requests/requirements about religious observance, food, clothing, health or other matters, which we should observe, whilst the child is in our setting:.....

.....

Are there any activities or religious/cultural celebrations that you **do not** wish your child to partake in?

YES/NO (if YES, please state below)

.....

Is your child Vegetarian, Vegan or are there any foods that s/he should not eat?

YES/NO (if YES, please state below)

.....

MEDICAL INFORMATION:

Does your child have any allergies?

YES/NO (if YES, please state below)

.....

Is your child up to date with immunisations?
below)

YES/NO (if No, please state below)

.....

.....

Has your child had any serious illnesses?

YES/NO (if YES, please state below)

.....

Does your child have any conditions requiring regular medication? **YES/NO** (if YES, please state below)

.....

If your child is not registered with Oxford Barracks Medical Centre, please record the doctor's name and telephone number

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MISCELLANEOUS INFORMATION:

Has your child previously attended: A Parent/ Toddler Group? YES/NO Another Group? YES/NO

In Loco Parentis: I authorise the Foundation Stage One Supervisor, or in her absence, the senior member of staff present, to exercise on my behalf, all duties or responsibilities in the event of an accident when neither parent can be contacted.

Signature.....

Consent for Trips: I give my permission for my child to be included in all visits and outings arranged by the Foundation Stage One, I understand that I will be informed of all trips outside of the Barracks in advance.

Signature

Snack Money: I agree with any leftover snack money being spent on extra resources to support children's learning.

Signature.....

Consent for changing my child: I agree to Foundation Stage members changing my child's clothes if and when required

Signature.....

Record Keeping Consent: I give my permission for the Foundation Stage One to keep records of audio, photographic and video observations of my child, which will be shown to me on a regular basis.

Signature

Policies: I have read and understood all of the Foundation Stage One Policies including those on Child Protection.

Signature

Transport: I wish to have transport for my child.

Signature

Any other Information:

Full Name:..... **Signature**

(For Staff Use Only)

Date Child started F.S.1 Pre-School:

Date left F.S.1 Pre-School:

Date child to start School:.....

Name:(staff member)..... Signature:.....