

Cranford Nursery  
116 Woodbourne road  
Douglas  
IM2 3BA  
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Email: [cranfordnursery@yahoo.com](mailto:cranfordnursery@yahoo.com)  
[www.cranfordnurseryschool.co.uk](http://www.cranfordnurseryschool.co.uk)



## Registration Form

### Family Details

Child's Surname: \_\_\_\_\_ First Name: \_\_\_\_\_ DOB: \_\_\_\_\_

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### Mothers details

Mothers name: .....

Tel: Home: \_\_\_\_\_ Mobile: \_\_\_\_\_ Work: \_\_\_\_\_

Mothers Email address .....

Mothers Occupation: .....

Mothers home address:

### Fathers details

Fathers Name(s):.....

Tel: Home: \_\_\_\_\_ Mobile: \_\_\_\_\_ Work: \_\_\_\_\_

Fathers Email address.....

Fathers Occupation: .....

Fathers home address (if different)

Emergency Contacts please add as many contacts as you can

(1) Name: Tel. No:

Address:

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(2) Name: Tel. No:

Address:

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(3) Name Tel No:

Address:

Health & Medical Information

Name of Child's GP:

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Address:

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Tel No:

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Name of Child's Health Visitor:

Tel. No:

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Immunisations: Has your Child been immunised against: (please tick)

Diphtheria

Tetanus

Whooping Cough

Measles

Mumps

Rubella

HIB

Polio

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Allergies:

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Medical Conditions:

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**Special Information- does your child have any social, emotional or/and behavioural needs**

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What is your child's first language at home .....

What other language does your child speak: .....

Dietary requirements and preferences .....

Any other cultural needs .....

**Registration Details**

Sessions required by your Child:

Breakfast club: Name of school and year group .....

After school club: Name of school and year group .....

Holiday club:.....

NURSERY: FULL DAY/ SCHOOL DAY/ MORNING/AFTERNOON

	Monday	Tuesday	Wednesday	Thursday	Friday
am					
pm					

Date you would like your Child to start Cranford Nursery School:

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Any Extra Information:

**PARENT CONSENT PAGE:**

- I agree to the terms and conditions of the nursery policies and procedures.
- This includes our:
  - “Safe Guarding Children & Child Protection Policy
  - Children’s Records Policy
  - Information sharing Policy
  - Data Protection Policy..

Policies can be emailed to you on request, please ask Fiona.

Sign here to consent: .....

**Medical Emergency:**

- Written Parental permission is requested to the seeking of any necessary emergency medical advice or treatment in the future.

**Sign here to consent:** .....

**INFORMATION SHARING SUMMARY POLICY.**

**Policy Statement**

We recognise that parents have a right to know that the information they share with us will be regarded as confidential, as well as to be informed about the circumstances when, and the reasons why, we are obliged to share information.

**We are obliged to share confidential information without authorisation from the person who provided it, or to whom it relates, if it is in the public interest. That is when:**

- It is to prevent a crime from being committed or to intervene where one may have been, or to prevent harm to a child or an adult; or if not sharing it could be worse than the outcome of having shared it.

The decision should never be made as an individual, but with the back-up of the management team. The three critical criteria are:

- Where there is evidence that the child is suffering, or is at risk of suffering, significant harm.

- Where there is reasonable cause to believe that a child may be suffering, or is at risk of suffering, significant harm.
- To prevent significant harm arising to children and young people or adults, including the prevention, detection and prosecution of serious crime.
- Our policies and procedures set out our responsibility regarding gaining consent to share information and when it may not be sought or overridden.
- We may cover this verbally when the child starts or include this in our prospectus.
- Parents sign our Registration Form at registration to say they understand this.
- Parents are asked to give written consent to share information about any additional needs their child may have, or to pass on child development summaries to the next provider eg school

Sign here to consent:.....

**Additional Needs**

Parents are asked to give written consent to share information about any additional needs their child may have, or to pass on child development summaries to the next provider e.g. school

Sign here to consent: .....

**Social Media**

- Cranford children are often in the newspaper raising money for charity and we have also been on TV on Granada reports. If you would **not like** your child to be on any media sites then please give us written notice of this.  
We have a Closed Face Book Group for parents, however we do request that parents respect this by not sharing pictures of other children on their own social media sites.  
Please sign to say you agree to photographs of your child to be posted on our face book site and the newspaper, TV and other media reports.

Sign here to consent:.....

**I give permission for.....(Name of Child)**

My child to be taken out on outings and to travel in nursery car

- My child to have photographs taken as part of activities, observations, training courses, Face Book and our web site.
- Sun cream administered by staff
- Help with toileting this may involve intimate care such as wiping bottoms and includes our primary school children in ASC and holiday club.
- Your child may be observed for developmental purposes and written observations of your child may be used for training courses. Your Childs name will not be used.
- Please dress children in old clothes as the nursery cannot accept responsibility for staining of clothes.
- Do not bring anything to nursery that may be precious as it may get lost.
- This list does not deem to be exhaustive
- Parents will be notified immediately if your child has a major injury.
- The carer collecting the child will be notified on collection of a minor injury.
- Please ask to see the full file on policies and procedures.
- The nursery reserves the right to withdraw a child's nursery, after school and holiday club place with immediate effect. This may be for reasons that include social, emotional and behavioural issues of the child or parent or non payment of fees, even if they are under a child protection plan or have a social worker. This list does not deem to be exhaustive.
- **Please sign below to agree to all the terms and conditions of our registration:**

Signature: ..... (Parent/Guardian)

Date: .....

CRANFORD NURSERY SCHOOL

116 Woodbourne Road, Douglas, Isle of Man, IM2 3BA.

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**NAMES OF PEOPLE AUTHORISED TO COLLECT YOUR CHILD**

DEAR PARENTS,

FOR THE SAFETY OF YOUR OWN CHILDREN PLEASE PROVIDE US WITH A LIST OF NAMES OF PEOPLE WHO ARE AND ARE NOT PERMITTED TO COLLECT YOUR CHILD FROM NURSERY.

NAME OF CHILD:

LIST OF ADULTS AUTHORISED TO COLLECT YOUR CHILD:

LIST OF ADULTS NOT ALLOWED COLLECTING YOUR CHILD IF APPLICABLE.