



After School Club

Registration form

Please complete and return this form to place your child on the waiting list.
All children are added to the waiting list in age order and residential address.

Please see our admissions policy for more information.

Child's details

Surname:		First name(s):	
Known as:		First language	
Nationality:		Second language:	
Date of Birth:		Gender (Optional)	
Who lives in my house:			

Parent / Guardian Details

Name:		Main Carer: Yes / No
Home Address:		
Post Code:		
Home Tel No:		
Mobile Number:		
Email Address:		
Occupation		

Parent / Guardian Details

Name:		Main Carer: Yes / No
Home Address:		
Post Code:		
Home Tel No:		
Mobile Number:		
Email Address:		
Occupation:		



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Finish Time	Monday	Tuesday	Wednesday	Thursday	Friday
3.45pm					
4.15pm					
5.15pm					

Preferred term to start Please tick	
September 2020	
January 2021	
April 2021	
Other	

Age of Child at Start Date:	
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Please note we will contact you the term before your desired start date to let you know if we are able to accommodate your child. If your contact details change, or if you no longer require a place, please let us know.

Here at Scarning Pre School we take your privacy seriously and will only use your personal information to manage your account and provide tailored care to your child. From time to time we will need to contact you, via phone, email and the Scarning school text message service app to provide you with Pre School updates, share relevant news and send any childcare invoices.

We will input your data into a system called Instant Nursery Manager, which helps us manage our Pre School smoothly. Your data is held securely and can only be accessed by authorised personnel. Personal information will not be shared with any third parties. Signing this confirms you have read and understood the above statement and gives us consent to contact you regarding relevant matters.

Signed by..... Date

Please return this form to:
 Scarning Pre School, Dereham Road, Scarning
 Dereham, NR19 2PW
office@scarningpreschool.co.uk

Office Use Only	
Admission Form Given	
Admission Form Rcvd	
Logged on Database	