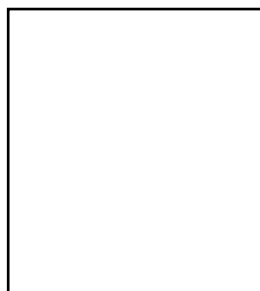


# NOVEMBER CAMP BOOKING FORM

(Please Provide A Picture unless one has been given for OOSC)



To register your child for Garioch sports Centre Camp's, please complete this form **FULLY** and return to **Reception**.

All information will be treated as confidential.

The following information is required to ensure we can meet the individual needs of your child within our setting.

**If any details change, remember to Inform us as soon as possible so we can update the Registration form.**

<b>Child's Name:</b>		<b>Male / Female:</b>	
<b>Date of Birth:</b>		<b>Age:</b>	
<b>Address:</b>		<b>Post Code:</b>	
<b>Name of Parent / Guardian:</b>		<b>Mr / Mrs / Miss / Ms:</b>	
<b>Home Tel No:</b>		<b>Mobile No:</b>	
<b>Work Tel No:</b>			
<b>Email Address:</b>			
<b>Ethnicity</b>		<b>Category 1 Key worker – Yes or No Parents Profession-</b>	

Garioch Sports Centre Camps Club Booking Policy is applicable with payment due at time of booking. You can get a copy of this from Reception

## Collection & Emergency Contact

**Please detail below any other person(s) authorised to collect your child from club:**

**Please note that children MUST be collected by an adult. If your child is not collected and no contact has been made within 45 minutes, the police will be contacted by staff.**

<b>1. Name:</b>		<b>Relationship to Child:</b>	
<b>Mobile Number:</b>		<b>Full Tel No:</b>	
<b>2. Name:</b>		<b>Relationship to Child:</b>	
<b>Mobile Number :</b>		<b>Full Tel No:</b>	

**Garioch sports centre is registered with the care Inspectorate No: CS2004071714**

Garioch Sports Centre is a Scottish Charity, SC047470, regulated by the Scottish Charity Regulator (OSCR).  
Registered Address: Garioch Sports Ltd, Axis Bus. Centre, Thainstone, Inverurie, Aberdeenshire AB51 5TB

# NOVEMBER CAMP BOOKING FORM

<b>CONSENT REQUESTS</b>	<b>YES</b>	<b>NO</b>
I consent to my child undergoing any emergency medical treatment necessary during the running of the club.		
I authorise the play 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 & Safety.		
I consent to my child's photo / video to be taken.		
I consent to my child's photo / video to be used for promotional material in a group photo, local newspaper or video unless otherwise notified.		
I consent to my child having short trips or visits off the premises with the use of the GSC minibus or walking with staff.		

## **MEDICAL / ALLERGY INFORMATION & ADDITIONAL SUPPORT NEEDS**

Please ensure that you give as much detail possible and make the team aware if your child has any medical conditions or additional support needs.

Doctor's Name:			
GP'S Details:		Tel No:	
<b>Please Give Specific detailed information</b>			
<b>Additional support needs</b>	<b>Yes / No</b>		
<b>Any Allergies</b>	<b>Yes / No</b>		
<b>Dietary requirements</b>	<b>Yes / No</b>		
<b>Medical Condition</b>	<b>Yes / No</b>		
<b>Summary of the medical conditions</b>	<b>Yes / No</b>		
<b>Signs and symptoms</b>	<b>Yes / No</b>		
<b>Does your Child need help to administer their medication?</b>	<b>Yes/ No</b>		
<b>What to do in the event of a medical emergency</b>	<b>Yes /No</b>		
<b>Dose your child have a Individual Educational plan? (IEP)</b>			
<b>Dose your child or family have a Social worker?</b>	<b>Name:</b>	<b>Contact No:</b>	
<b>Anything you wish your child not to have? Or other relevant information</b>	<b>Email:</b>		

# NOVEMBER CAMP BOOKING FORM



## DATA PROTECTION

In signing this form your consent to the Garioch Sports Centre holding the information contained regarding your child and yourself both in hard copy and on our system. Information will only be shared with regulatory bodies or in medical emergencies. You may withdraw your consent at any time, in writing to the OOSC Lead Practitioner.

## TERMS AND CONDITIONS

- Bookings are **NON-REFUNDABLE** but may be transferred if 48hr notice is given
- It is the parent's responsibility to update the centre if there are any changes to this form
- I understand that the Garioch sports centre is not a specialist after school or holiday club setting and do not offer one to one care but will try accommodate each child where possible.
- By signing this form, I agree to all the terms and conditions

**I confirm that I am the parents/guardian with rights and responsibilities for the above-named child.**

The activities have been risk assessed and every effort will be made to minimise risk. Nonetheless a totally risk-free environment is unrealistic, and I acknowledge that a degree of residual risk remains. I understand that the Garioch Sports Centre do not provide cover for personal accident, illness, loss or damage incurred by the participants

**Please not you must complete and return this booking form along with the COVID-19 Agreement before the booking will be processed.**

**Parents Signature:**

**Date:**

## Official use

**Date Received:**

**Staff Initial:**

**Changes:**

# NOVEMBER CAMP BOOKING FORM



## BOOKING FORM

**Friday 20<sup>th</sup> November**

		Friday 20 <sup>th</sup>				
Full day (8am – 5pm)	£32.00					

If paying by voucher which provider do you use:

For Office Use Only

PAYMENT METHOD:      **Cash / Chq / CC**       **Childcare Voucher**       **Amount:** £

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Checked by: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Friday 20<sup>TH</sup></b>
<ul style="list-style-type: none"> <li>• <b>GARIOCHS GOT TALENT</b></li> <li>• <b>MAKE TRUFFLES</b></li> <li>• <b>DEN BUILDING</b></li> <li>• <b>DISCO</b></li> </ul>

# NOVEMBER CAMP BOOKING FORM

## Changes at the GSC Camp – COVID-19

Firstly, we would like to thank you all for your patience during these times of uncertainty. We understand how frustrating it has been for families who rely on our childcare services.

As expected, the latest government guidance on re-opening school age childcare services states that we are required to implement some changes to our usual service before reopening. This is to further ensure the safety and wellbeing of our staff and children remain our priority. We will only apply these changes where necessary and for as long as we have to, however please bear in mind that guidance can change at short notice.

The main changes to make you aware of are as follows;

- **What to bring to club** – Children should only bring essential items to club this should include their snack for AM & PM and a packed lunch with cool pack, Jacket, sun cream. **There should not be any toys etc being brought into the setting.**
- **Physical Distancing** - Staff will remain physically distanced from children where possible. Staff and children being in close proximity for long periods of time will be avoided or will be limited as far as possible, however there may be times where staff need to be close to children, particularly where assistance or comforting is required.
- **Bookings** – Category 1 Key Workers will be given priority to make bookings in advance. If you fall under this category, please ensure you make your required bookings by Thursday 12<sup>th</sup> November. We politely ask parents who are not Category 1 Key Workers to refrain from making any bookings until Friday 13<sup>th</sup> November to prevent additional work for the staff and to prevent any delays.
- **Breakfast** – Children will still be provided with breakfast.
- **Parent Drop-Off for Camp**– Parents will not be permitted to enter the building and must always remain socially distanced from other parents and staff members. On arrival to the GSC car park, parents are to walk children down to the new entrance next to the park. Ring the doorbell and wait for staff to collect children.
- **Children's Bubbles** – As the guidance states we must keep children in same social bubbles as much as possible, the only viable option we have to keep the children in bubbles is by capping the numbers at 19 to ensure test and protect can work quickly and efficiently. We are only able to offer full day sessions instead of a mixture of half days.
- **Outdoor Sessions** – Please note that children will be outside for the duration of the Camp and will only be indoors for staggered snack times or during severe weather. Please ensure you provide suitable clothing for your child for all weather conditions, including a supply of sun cream which your child will be required to apply themselves where possible.
- **Parent Pick-Up for Camp** - Parents will not be permitted to enter the building and must always remain socially distanced from other parents and staff members. Parents are to ring the bell and staff will then escort your child to you.

Staff will also be responsible for signing out the children on behalf of the parents.

- **Pick-up and Drop Off Time** – Due to the additional time needed to ensure all resources are cleaned thoroughly, we ask that all children are dropped off no earlier than **8am** and picked up by **5.00pm**.
- **Children's Key Workers** - Please note that the staff mentioned above will also be your child's key workers for their allocated school and will be responsible for ensuring their personal

# NOVEMBER CAMP BOOKING FORM



plans are completed and kept up to date. Should you have any concerns or queries regarding your child or have any medical information to pass on, please phone a staff member on the number allocated to your child's school to protect confidentiality as parents are not permitted to have discussions within close proximity to staff at this time. Alternatively you can also contact Aimee (Lead Practitioner) on [aimee.harwood@gariochsports.co.uk](mailto:aimee.harwood@gariochsports.co.uk).

# NOVEMBER CAMP BOOKING FORM

- **Symptoms of COVID-19 at Home** - Parents must check the health of their children before bringing them to the setting each day.

Should a child begin to show any symptoms of COVID-19 (ie. high temperature, a new continuous cough, a loss or change to their sense of smell or taste), parents must follow the Test and Protect arrangements by contacting the NHS to arrange for them to be tested on 0800 028 2816 ensuring they mention their childcare arrangements with the GSC.

Children must self-isolate for a minimum of 10 days should they show any symptoms for or test positive for COVID-19.

Children must also self-isolate for a minimum of 14 days if they have been in contact with anyone who has suspected COVID-19.

**You MUST notify the Lead Practitioner or a senior staff member as soon as possible should your child or anyone from their household have suspected or has tested positive for COVID-19.**

- **Symptoms of COVID-19 at the GSC** - Should a child become unwell with symptoms of COVID-19 whilst at the setting, they must notify a member of staff immediately who will collect their belongings and escort them to the reserved well-ventilated changing room. This staff member will then wait with the child whilst their parents are contacted to promptly collect them through the changing room exit door. Parents will be reminded to follow the Test and Protect arrangements by contacting the NHS to arrange for them to be tested on 0800 028 2816 ensuring they mention their childcare arrangements with the GSC.

Children must self-isolate for a minimum of 10 days after showing any symptoms for or testing positive for COVID-19.

**You MUST notify the Lead Practitioner or a senior staff member as soon as possible should your child or anyone from their household have suspected or has tested positive for COVID-19.**

- **Outbreak** – Please note that we may need to close the setting to all staff and children at short notice for at least 14 days should an outbreak of COVID-19 (two or more cases within 14 days) occur within the GSC.

Any sessions out with the 48hr Cancellation Policy will be credited on the child's account.

- **Agreement** – The attached Agreement must be completed, signed and returned before your child attends the setting to confirm you have read and understood the changes in place.

Should you have any queries or concerns, please contact Aimee (Lead Practitioner) on [aimee.harwood@gariochsports.co.uk](mailto:aimee.harwood@gariochsports.co.uk) or call 01467 626141 to discuss.

# NOVEMBER CAMP BOOKING FORM

## Agreement to Changes at the GSC OOSC - COVID-19

I understand the importance of vigilance regarding COVID-19 symptoms as a source of preventing the transmission of the virus to other children, parents and staff will endeavour to follow any guidance issued by the government and the GSC.

Accordingly, I confirm that:

- I will check the health of my child before bringing them to the setting each day.
- Should my child begin to show any symptoms of COVID-19 (ie. high temperature, a new continuous cough, a loss or change to their sense of smell or taste), I will follow the Test and Protect arrangements by contacting the NHS to arrange for them to be tested.
- My child must self-isolate for a minimum of 10 days should they show any symptoms for or test positive for COVID-19.
- My child must self-isolate for a minimum of 14 days if they have been in contact with anyone who has suspected COVID-19.
- I will notify the Lead Practitioner or a senior staff member as soon as possible should my child or anyone from their household have suspected or has tested positive for COVID-19.
- Should my child become unwell with symptoms of COVID-19 whilst at the setting I will collect them immediately and will follow the Test and Protect arrangements by contacting the NHS to arrange for them to be tested.
- I agree to my contact details being distributed to the NHS Test and Protect team to allow them to contact me should there be an outbreak of COVID-19 at the GSC.
- I have discussed these changes with my child and have ensured they understand the importance of these measures (eg. enhanced hygiene and not mixing between school bubbles) as much as possible and I understand that if they are unwilling to follow the rules they may not be allowed to attend future sessions.

**Name of Parent/Carer:**

**Name of Child:**

**Signed:**

**Date:**