

Y P A

Registration form

Personal Details: Please provide us with your (young persons) contact information

Last Name First Name

Gender Male Female Date of Birth / /

Disability's Yes No Withheld If yes please provide details

Address
POST CODE

Home Mobile

E-mail @

Sessions:

Which day/s are you interested in?

Potential start date:

School:

Which school does your young person attend? Please provide us with class and teachers name.

Parent/Carer information: Please provide us with details who has parental responsibilities for the young person.

Parent/ Carer 1	<input type="text"/>	Relationship to young person	<input type="text"/>
Address	<i>If different from the address you have already given above:</i>		
Tel	<input type="text"/>	Mobile	<input type="text"/>

Parent/Carer information: Please provide us with details who has parental responsibilities for the young person.

Parent/ Carer 2	<input type="text"/>	Relationship to young person	<input type="text"/>
Address	<i>If different from the address you have already given above:</i>		
Tel	<input type="text"/>	Mobile	<input type="text"/>

Emergency Contact: Please provide us with the name of someone who can be contacted in the event of an emergency other than carer 1 or carer 2:

Name	<input type="text"/>	Relationship	<input type="text"/>
Address	<i>If different from the address you have already given above:</i>		
Tel	<input type="text"/>	Mobile	<input type="text"/>

Consent/Conditions: Please read and sign

I give consent for any multimedia information (e.g. photos/videos) to be used for all Y P A marketing & publicity material.

I give permission for Y P A to collect and store personal data about my son / daughter and the activities that my child may participate in both manual and electronic filing systems for monitoring purposes. I understand that the data will be held in line with the Data Protection Act 1988.

I give permission for the named young person to participate in the programme.

Print Name:

Parent/Carers signature

/ /

Diversity Monitoring: Which group best describes your ethnic origin (optional)

Black	White	Mixed	Asian	Other
African	White British	White and Asian	Chinese	Refused
Caribbean	White Irish	White & Black African	Indian	Any other Ethnic Grp
Any other Black Bg	Any other White BG	White & Black Carib.	Pakistani	Info not obtained
		Any other Mixed Bg	Bangladeshi	

Are you a refugee or are you currently seeking asylum?

Refugee

Asylum Seeker

Please state any concerns and/or any barriers the young person has to learning (please include any background information you feel would help)

Please state any Allergies your child may have to foods or medication:

**Please state any Medications that the child might need (asthma - they would need to have there asthma inhaler).
Include GP details where necessary**

Please state if your child has any special needs

Please include any details that may assist in allocating the young person with activities and interests.

**Please note that all information will be kept confidential.
On signing this registration form you have read and agree to the YPA terms of registration.
Thank you**

Print name: _____

Signed: _____

Date: _____

Y P A

Terms of registration

1. The young person's fees are due on the 1st of each calendar month and failure to pay on the due date may result in a late charge and the young person not being allowed to take part in the program. Fees may be paid for in cash and direct debit only. Cheques may be given as a deposit and for first full month's fees only.
2. The management retain the right to refuse entry to any young person.
3. If you would like to change/amend any session booking a full calendar months' written notice will be needed prior to the change-taking place.
4. When the young person is due to leave the program a full calendars month written notice must be submitted to management prior to their last day to ensure the deposit is refunded in full.
5. If any fees are outstanding at the time of a young person leaving the program, the deposit shall be lost.
6. Fees are payable even if:
 - You or your young person is ill or unable to attend for any reason such as a holiday.
 - Your day is a public holiday or staff training day and sessions will not be reallocated. Notice must be made to management if a young person should not be attending for any reason.
7. Young person's possessions are left at their own risk; YPA is not responsible for loss or damage to any items.
8. In the event of late collection of your young person we reserve the right to charge a further fee to cover staffing costs. First time occasions (and with phone call from parent to staff) will be used as a verbal warning, however after this will be charged at the rate of £5.00 per every fifteen minutes.
9. Parents are seen as partners and involvement with the project is greatly encouraged.