

Children's Holiday Programme - Enrolment Form

Child's details (Please complete one form per child)					
First Name		Last Name			
Age		Date of Birth			
Gender		Language(s) spoken			
Enrolment details (Please tick the session and days you would like to enrol your child)					
<input type="checkbox"/> Summer (January) <input type="checkbox"/> Autumn (April) <input type="checkbox"/> Winter (July) <input type="checkbox"/> Spring (October) <input type="checkbox"/> Christmas (December) 3 days only					
Week 1	Monday <input type="checkbox"/>	Tuesday <input type="checkbox"/>	Wednesday <input type="checkbox"/>	Thursday <input type="checkbox"/>	Friday <input type="checkbox"/>
Week 2	Monday <input type="checkbox"/>	Tuesday <input type="checkbox"/>	Wednesday <input type="checkbox"/>	Thursday <input type="checkbox"/>	Friday <input type="checkbox"/>
People authorised to collect your child					
Name		Phone			
Name		Phone			
Parent/Caregiver's names and emergency contact details (please provide two persons with phone numbers where they can be reached between 9am and 3pm and who are authorised to pick up your child)					Authorised to collect child
Name		Phone (mob.)			<input type="checkbox"/>
Relationship		Phone (day)			
Name		Phone (mob.)			<input type="checkbox"/>
Relationship		Phone (day)			
Name		Phone (mob.)			
Relationship		Phone (day)			
Name		Phone (mob.)			
Relationship		Phone (day)			
Child's doctor					
Name		Phone			
Address					
Additional information					
Does your child have any particular health needs we should be aware of, including allergies, food or medical conditions, etc.					
Is there anything else we should know about in such as custody arrangements, special needs, behavioural issues etc.					
Payment and Cancellation Policy					
<p>A payment of the full fee is required to confirm enrolment and secure your child's place. Once enrolled, only 50% of the full fee may be refunded up to 2 weeks prior to the commencement. Our account number is 11-7800-0068662-000</p> <p>Please use child's full name as reference and 'CHP' as particular.</p>					
Name		Signature			
Please email a scanned and signed copy to enquiries@afchristchurch.org.nz					

Children's Holiday Programme - Rules

Supervision and Care

All care will be taken to provide supervision of children attending the Alliance Française Holiday programme. We understand that the supervisor will arrange any necessary urgent medical treatment at our cost.

Emergencies/sickness

In case of a major emergency involving your child, the staff will contact you and take your child to the nearest medical facility. In a civil emergency, the staff will remain at Alliance Française until all the children are collected.

If your child is sick, please do not bring them.

Excursions

You authorise by signing the enrolment form for my child to attend excursions. These trips will clearly be advertised on the programme.

Acknowledgement

You acknowledge in signing the enrolment form that neither the staff nor management of the programme will be liable for any loss or damage (by way of accident, injury, theft or otherwise) arising out of attendance at The Holiday Programme of Alliance Française.

You understand that any intentional damage to belongings or property may be charged to the parent/caregiver.

Privacy Act 2020

The information that you have supplied is necessary for the safe and effective operation of Alliance Française. All personal information upon request will be destroyed at the completion of your child's time in Alliance Française. You are welcome to review information pertaining to your child's enrolment at any time.

What to bring

Please bring a named hat, bottle, jacket as well as a packed lunch including morning tea. Also bring named sunscreen, to be applied prior to drop off. Supervised re-application of sunscreen will occur at morning teatime.

Complaints

If you have any complaints or concerns about the programme, please approach the manager, who will be happy to assist.

We look forward to welcoming the children for a series of fun activities in French!