



Hillside Holiday Club

Registration Form

Child's Name:	Date of Birth:
Address:	Telephone Number:

CONTACT DETAILS

NAME	ADDRESS	TELEPHONE	Relationship to child
		Work: Home: Mob:	
		Work: Home: Mob:	

MEDICAL DETAILS

Doctor's Name:
Telephone Number:
Surgery Address:
Dietary Requirements:

<p>Does your child any condition that will require the following: (please circle)</p> <p>Medication: YES NO</p> <p>Specialist Treatment: YES NO</p> <p>Does your child have...</p> <p>Allergies : YES NO</p> <p>Other medical conditions: YES NO</p> <p>Please provide details if you have said yes to the above</p>
<p>I give permission for my child to receive medical treatment in an emergency.</p> <p>Signature: _____ Date: _____</p>

<p>Is your child the subject of a Court Order? YES/NO</p> <p>If yes please attach a copy to this application form.</p>

I give permission for my child, named above, to take part in any journeys and trips either on foot, by mini bus, car, coach or train. **Signature:** _____ **Date:** _____

I have received, read and agree to abide by the Terms & Conditions of the Holiday Club as stated in the Parent Information Pack. I confirm the dates indicated on the booking form are required and I understand that I will be invoiced for those dates and that payment is required in advance, I have read the GDPR Privacy Notice.

Signature: _____ **Date:** _____

I give permission for my child's photograph to be taken and used in the Holiday Club literature and School website **YES / NO**



Holiday Club

Booking Form

Tell us who can collect your child

Name	Relationship

Please give us a password for anyone picking up your child _____

All fees must be paid in advance

Places in the Saturday and Holiday Club are limited and need to be booked in advance to secure your place and ensure the correct number of staff are employed.

Bookings are on a first come first served basis. Late bookings can be taken and places allocated if they are available.

TWO WEEKS NOTICE MUST BE GIVEN FOR ANY CANCELLATIONS OTHERWISE FULL FEES ARE PAYABLE.

Signature: _____ Date: _____

GDPR PRIVACY NOTICE FOR PUPILS AND THEIR FAMILIES

How we use pupil information

The categories of pupil information that we collect, hold and share include:

- Personal information (such as name, unique pupil number and address)
- Characteristics (such as ethnicity, language, nationality, country of birth and free school meal eligibility)
- Attendance information (such as sessions attended, number of absences and absence reasons)
- Assessment information
- Medical conditions
- Special Educational Needs and Disability
- Behaviour and exclusions
- Post 16 learning information

Why we collect and use this information

We use the pupil data:

- to support pupil learning
- to monitor and report on pupil progress
- to provide appropriate pastoral care
- to assess the quality of our services
- to comply with the law regarding data sharing
- to safeguard pupils
- to support transition

Requesting access to your personal data

Under data protection legislation, parents and pupils have the right to request access to information about them that we hold. To make a request for your personal information, or be given access to your child's educational record, contact the schools data protection officer

Liz Ascroft, on 01772 782205, or email bursar@hillside.lancs.sch.uk

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed; and
- claim compensation for damages caused by a breach of the Data Protection regulations

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

If you would like to discuss anything please contact the schools data protection officer, Liz Ascroft, on 01772 782205, or email bursar@hillside.lancs.sch.uk