

Date Received:

Registration Form

Note: Admission into Headstart's Early Years is **not** an automatic guarantee for a place in the Headstart's Primary Years home education provision; however we will give priority to children already attending Headstart nursery. An admission fee will be payable for a child going into Primary years home education arrangement, and a deposit is required for a child going into Reception. **Please use one form per child.**

Child Details

First name	Surname
Age	D.O.B
Sex	Ethnicity
Address	
Borough	Post code
Home Tel	Child's mobile no if applicable:

Please provide details of medical conditions, illnesses, allergies, intolerances:

Please provide details of any medication the child needs regularly, and what it is for:

Please provide details of special educational needs, disabilities and behavioural needs:

Is the child on, or being assessed for, a Local Authority Education Health Care Plan (EHCP)? **Yes** **No**

Is the child a LA looked after child? **Yes** **No**

Is the child in the process of a child in need (CIN) assessment? **Yes** **No**

Is the child subject to a protection order? **Yes** **No**

Is the child on a protection plan? **Yes** **No**

Is the child at a special school under arrangements made by the local authority? **Yes** **No**

Parent/Carer Details	Parent/Carer 1	Parent/Carer 2
Full Name:		
Relationship to child		
Address if different from child		
Ethnicity		
Occupation:		
Mob:		
Work Tel:		
E-mail:		

Emergency Treatment Declaration:

In cases of emergency where my child requires urgent medical attention/treatment and I or those named above cannot be contacted in time, I give my consent for Headstart to act on my behalf. I also give my consent for General First Aid to be given to my child if required.

Signature: _____ **Relationship to Child:** _____ **Date** _____

NB: By providing details of your emergency contacts, you hereby declare that you have sought permission from any party whose details are noted herein.

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I would like to register my child for:

Reception/Primary years' home education provision (5-11yrs): Mon-Thurs 8.50am-1.00pm:

For Nursery please tick relevant boxes below:

Early Years Nursery	15 hours free education Mon-Thurs 8.45am-12.30pm (6 months - 4 years)	30 hours free education Mon-Thurs 8.45am-3pm & optional Fridays at Manor Park 8.45am- 1.45pm
Manor Park Nursery		
Chadwell Heath Nursery		

***For working parents needing childcare before or after Headstart's provision times, or during holiday periods, kindly enquire with us for details of local offers for wraparound childcare.**

GDPR

Please also read and tick the below: The information you provide here will be held and processed in accordance with the GDPR and any other statutory and confidentiality rights afforded to you.

I certify that above information is correct to the best of my knowledge.

I understand that HSEC collects and processes data in accordance with the GDPR and in order to fulfil its contracted obligations.

I am happy for HSEC to contact me in future for Headstart's marketing purposes (optional)

By giving consent, you will be well informed of any future events, social and community activities for children/adults etc. You can cancel your consent at any time by emailing/calling us.

Declaration:

I hereby submit an application for registration with Headstart Education Centre. I have read and understood the information contained in the terms and conditions and the information and registration pack. I have understood that Headstart only offers around 10-11 hours of education over the week for primary ages and 13-14 hours of education over the week for secondary ages. I understand that it is not a school. I have accepted the application procedure and will abide by the rules, policies, procedures and terms and conditions of Headstart Education Centre.

Signature: _____ Date: _____

Print Name: _____ Relationship to child: _____

Please scan in your signed form and e-mail it to: aishaadmin@headstarteducationcentre.com

To check the progress of your application e-mail us or contact the office on: **0208 478 3708** or **07944 681 403**

rvsd 05.05.26