

Powys County Council
Play Leader/Arweinydd Chwarae- Mrs. A Davies,
Miss E Lewis, Miss S Brown & Mr J Shipley
☎ (01597) 825735
C.P.School
E-mail chwarda@cefnllys.powys.sch.uk
Llandrindod
Headteacher/Prifathro:- Mr.A.R.Clare, BEd (Hons)
N.P.Q.H
Acting Headteacher Mrs K Jenkins
☎ (01597) 822297



Cyngor Sir Powys

Chwarae Da!
Llandrindod Wells

Ysgol Gynradd y Sir

Cefnlllys Lane,

Llandrindod Wells,
Powys. LD1 5WA



CHWARAE DA MEMBERSHIP REGISTRATION FORM

All children who attend the Club must be registered. Children will remain at the Club until collected by a designated adult. The following information is required to ensure your child's safety and well being, and is needed before your child may be admitted:-

Child's Full Name: _____

Gender:

Male

Female

Name he/she likes to be known by: _____

Date of Birth: _____

Nationality: Welsh English Scottish Irish British Other

(please specify) _____

Does the child have any known illness, allergies or specific needs? _____

Full Home Address & Tel.No: _____

Names of Parents: _____

Address & Tel.No. (If different from child): _____

Work Address & Tel.No: _____

Other emergency contact and their relationship: _____

Name of persons authorised to collect child: _____

Child's School: _____

Tel.No: _____

Teacher's Name: _____

Name of Child's Doctor or Surgery and telephone No.: _____

Is the child currently receiving any medical treatment or medication?

Does the child have any special dietary requirements? _____

Child's swimming ability? _____

Any other information of a significant cultural, ethnic or language nature, which you feel is important for us to be made aware of?

Has your child attended other playcare schemes locally? If so, which one?

On occasions photographs are taken of the children, which could be used for display or on our private Facebook page (see social media policy). Please indicate whether you are willing for such photographs to be taken.

I am willing / not willing for my child to have photographs taken which may be used for display or advertising.

On occasion Chwarae Da will go out on visits using the schools minibus. A trained member of staff only drives this. Days out will be notified in advance with a letter of consent and details of the trip. However the club also weather permitting, take the children off site to local amenities such as the local play park, library and so forth. The children are escorted and supervised at all times by the clubs staff.

I give consent for to participate in the clubs play activities off site, walking to local amenities.

I also give my consent for staff to contact a medical practitioner and arrange for any emergency medical treatment if required

I understand that staff will try and contact me as soon as possible should an emergency arise.

As far as I am aware at this time these details given are correct.

Signed by : _____ **(Parent/Carer) Date:** _____

Signed on behalf of Chwarae Da After School and Holiday Club:

_____ **Date:** _____

Position Held at Chwarae Da: _____

Quality Assured



**CHWARAE DA AFTER SCHOOL CLUB & HOLIDAY CLUB CHILDCARE
MEMBERSHIP CONTRACT**

AGREEMENT BETWEEN.....(Parent/Carer)

AND CHWARAE DA AFTER SCHOOL CLUB AND HOLIDAY CLUB

**FROM (Date child starts at Chwarae Da until
the time the child no longer attends Chwarae Da)**

**My Child will attend
sessions at Chwarae Da After School Club or Holiday Club**

Please Tick:

After School Club

Holiday Club

**I understand I will be charged for the full session regardless of
what time my child starts or finishes each session and that my child
is collected promptly at the end of the session.**

FEES

**Fees are to be paid through the parent pay system for all children
attending Cefnlllys C.P School. If your child does not attend Cefnlllys C.P
School fees are to be paid in full for the duration of that holiday prior
to the child attending. These fees need to be paid in cash to Chwarae
Da.**

After School Club : £8.00 per session child 3.30pm-5.30pm.

**There is a reduction for three or more children from the same family attending
the same session.**

Holiday Club : £ 20.00 per day, per child 8.45am-5.30pm

**There are reductions for two or more children from the same family attending
on the same session.**

ABSENCE

If your child is absent due to illness you will be **charged** the full rate for the **first day**. If your child is away due to holiday you **MUST** give at least **two weeks' notice**. If you do not give sufficient notice you will be charged at the full rate for the days. If your child is on a school trip it is **your responsibility** to inform Chwarae Da they will not be in that day and there will be no charge (**if you fail to do this you will be charged at the full rate**).

Bookings/Cancellations

Bookings should be made at least **24 hours** in advance. Cancellations with **less than 48 hours' notice** will be **charged at the full daily rate**.

HOLIDAYS

Chwarae Da is closed for the period between Christmas and New Year and staff will inform parents /carers well in advance of the exact dates.

PROCEDURES IN CASES OF ILLNESS

If your child is ill during the session in Chwarae Da, a member of staff will contact you or the emergency contact number named on your child's registration form. Please make sure these contact numbers are up to date at all times.

If your child vomits or has diarrhoea, you are required to keep him/her away from Chwarae Da for at least **48 hours** after symptoms have disappeared.

If your child suffers from an infectious disease, you will be required to keep him/her away from Chwarae Da for the recommended period until he/she is clear of the disease.

In an emergency

If your child required emergency attention or treatment, you will be contacted immediately. Action will be taken in accordance with the permission form signed by you on the child's registration form.

Giving a child medication

Staff at Chwarae Da will not administer medication unless you the parent/carer have signed an Administration of Medication form authorising us to do so.

SNACKS

Chwarae Da will provide a snack for children if they have had a school lunch or they have nothing left from their own packed lunch. This will be a drink of water or milk with fruit or savoury such as cheese and biscuits/ toast. During the holidays children will be expected to bring their own snacks. However if they have no food left, for the afternoon snack, we will offer a similar range as after school club.

POLICIES

Chwarae da has a comprehensive range of policies including Behaviour, Equal Opportunities and Compliments and Complaints.

I accept the conditions laid out in the above Agreement

Signed by Parent/Carer.....

Date.....

Signed by Playleader

Date.....