*V2 – updated July 2023*

**Booking and Consent Form**

This document is here to ensure safeguarding and child protection is at the heart of our activities for children and young people.

We thank you for expressing your interest and joining our project. We kindly request that you complete this form for each child that is wishing to attend **The Edventure Project CiC.** A deposit of £20 is requested to assist with our administration costs and secure your place – this will be refunded within the first invoice. *Invoices will be sent out at the start of each month with fees needing to be paid in advance. Booking is monthly in advance and commitment is for the term as agreed with the Edventure Families by Poll. Notice period is a month/4 weeks after the trail session (or sessions as agreed).*

1. **Child or young person’s details**

Name (First, Middle and Surname) and likes to be known as:

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Home address:

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Postcode:

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Telephone number/email:

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Date of birth: Gender (male, female, prefer not to say):

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1. **Parent or carer’s details**

Name:

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Home address( if different from above):

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Postcode:

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Telephone number/email:

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If there’s an emergency, please contact x2 names and numbers (only fill in if different from the person named above):

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1. **Child’s medical details**

GP/ Address/ Postcode/Telephone number/ Email:

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1. **a) Please state any medical conditions/disabilities/differences, how we can provide extra support for this and any medication they may need. b) Are there any activities your child cannot participate in? c) Does your child have any allergies? d) Is there anything else we need to be aware of?**

***Information for parents and carers***

***The Edventure Project*** *aims to provide a safe and enjoyable experience for every child/ young person. To help us do this, please note the following important information:*

*All questions on the consent form must be completed and signed by the parent or carer before any child attends the setting. Parents and carers must ensure they notify us of any changes to the information given on the form.*

Parents and carers must make arrangements for children to be brought to and from the setting safely and on time. If a parent or carer is not able to collect their child, they need to let us know in advance who will be doing so and ensure they know the chosen password.

*We cannot take responsibility and are not liable for any damaged clothing and/or personal items during the sessions. We cannot and will not take any responsibility and is not liable for injury if the child or young person has not adhered to the safety guidance.*

*If parents/carers are on site, they have sole responsibility for the children being brought to the session and therefore will be held accountable for any damage or injury to the space or others within the group.*

*Parents and carers should ensure children have sufficient water, food, clothing, sun lotion (if applicable) and medication (where appropriate) for the duration of the session.*

*Privacy:  No information about any client will be discussed with or shared with any third party unless expressly requested by client.* ***See Policy and Procedure document****.*

I agree to/I agree to my child (please tick):

* taking part in the booked sessions, and I commit to paying the fees in monthly advance and give appropriate notice.
* Give full and accurate information regarding my child so The Edventure Project can support and engage with them effectively and appropriately, with all needs met.
* ***The Edventure Project*** keeping a record of this form and others such as Individual Aspiration plan for health and safety reasons in line with policies and procedures.
* Any medical treatment that may be needed to be given; in an emergency.
* being filmed or photographed during the sessions, with the possibility that these photographs/media recordings may be used for publications or marketing publicity. ***The Edventure Project*** will take all steps to ensure these images are used solely for the purposes for which they are intended. Note: if consent is not given, ***The Edventure Project*** will not use any images taken during the activity that contain the child/young person or will blur them out effectively.
* I understand that my child needs to follow the project’s behaviour code and any safety advice so that ***The Edventure Project*** can keep them and other children safe.
* can take part in risk assessed activities such as tree climbing, gardening, barefoot walking, sports and other similar activities and understand that some risk of injury does still apply as stated in the RA but am happy for my child to partake should they chose.
* Go on local trips in a business insured team members vehicle e.g. shopping, woodlands.

**Print name (s):**

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**Signature (s):**

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**Date:**

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*Gaining a child or young person’s consent is good practice; to ask children and young people who have the maturity and mental capacity to make their own decisions whether they want to be involved in an activity. Most young people over 12 are likely to come into this category, although an assessment must be made based on their individual needs. Consent from young people is not a replacement for parental consent. It’s a way for the child or young person to be involved in the decision making process. We shall always gain parental consent for children aged under 16 and consider carefully whether parental consent is necessary for young people aged 16-17.* Discuss whether there is anything I can do to make the activity more suitable for the child (for example by providing extra supervision/support).

**WHICH SESSIONS WOULD YOU LIKE YOUR CHILD/YOUNG PERSON TO ATTEND?**

***Bank Details: Natwest Bank – The Edventure Project, Sort Code: 60-08-24 Acct: 61952303***