



Cheekychopschildcare.co.uk

Section 1. Introduction

About Us

Cheeky Chops Childcare provides quality childcare for weddings and corporate events for 0-12 year olds. We are also a Nanny Agency placing childcare providers with families that are suited to each other.

Cheeky Chops Childcare provides a variety of age appropriate toys, games and fun learning activities that are stimulating, challenging and interactive. We aim to create an environment where children feel safe, comfortable and secure. We operate alongside a full set of comprehensive policies and procedures that are updated annually. Our risk assessment policy ensures that the venue you have chosen meets the relevant Health and Safety requirements and complies with National Care Standards. All staff are fully qualified and hold a current DBS certificate.

What we offer:

Risk assess the venue and liaise directly with the management team to ensure everything runs smoothly.

Provide the correct ratio of professional childcare workers for the children involved.

Bring our own toys, activities and materials.

Clear everything away afterwards.

Ensure your children are safe, have fun and enjoy themselves.

Offer public liability insurance.

Provide a full package to allow everyone attending to have a fantastic day and not have to worry about their little ones.

*Offer special activities such as face painting, henna hand painting, puppet making etc.



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Section 2. Parent Information

Young Children

Young children are often upset when you first leave them at the crèche. The following will help staff comfort and support your child through the settling in period and beyond:

- Your child will be assigned to a member of staff who will be responsible for ensuring their needs are met.
- Bring a favourite toy, blanket, dummy or other object that your child associates with home.
- Bring your child's buggy/car seat and a blanket so that your child can rest or sleep in comfort and safety.

The Formalities

- On day one, fill in our Registration Form that contains important information about your child. Bring this with you or email to annascott@cheekychopschildcare.co.uk
- For safety and security, sign your child in on arrival and out when they are collected.
- Let crèche staff know if someone else is picking up your child e.g. Grandma.
- Bring a bag with spare clothes, nappies and wipes.

Infants

- Bring your baby's milk feed and any weaning food, if appropriate.
- Let staff know about their feeding and nappy change routine.
- Bring your child's car seat or buggy so that they can sleep if required.



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Please ensure that your child has a clean nappy on arrival

Section 3. Registration Form

This form must be completed **in full** by the child's parent/carer before participation commences.

Individuals Details			
First Name:	Surname:	Date of birth: ____/____/____	Age:
Female: <input type="checkbox"/>	Ethnic Background:		
Male: <input type="checkbox"/>			
Where was your child born:		Which country are your family from:	
Contact Information			
Your names:			
Parent/carers mobile no-		Parent/carers mobile no.-	
1 st Emergency contact Name:	Relationship to child: Tel. No:		
2 nd Emergency Contact Name:	Relationship to child: Tel. No:		



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Medical Information

Please provide details of any medical conditions your child has for example - asthma, allergies etc.

Other people authorized to collect your child

Please name persons authorised to collect your child and their relationship to them. (Please ensure staff are aware of any changes)

Name _____ Relationship _____

Name _____ Relationship _____

Is there any other information that we should be aware of - for example- likes dislikes, fears, anxieties, dietary/cultural requirements etc.

Declaration

I declare the above information is correct and I will inform a member of the crèche staff of any changes that may occur.

Print Name-

Signature-

Date-

We will not share this information with anybody except for the Nannies working that day.



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Section 4. Consent Form

Name of Child _____

Emergency Medical Treatment	please circle	
I consent to the crèche calling for emergency medical treatment, if necessary, whilst my child is attending the crèche.	Yes	No
Data Protection		
I agree that the Cheeky Chops Childcare will hold the information I have given for the purposes of running the crèche and the information will be available to all staff that day. Once the crèche is completed then the information will be disposed of securely.	Yes	No
Plasters		
My child has no known allergy to plasters and in the event of a minor injury I give my permission for a waterproof plaster to be applied to minimise distress and risk of infection.	Yes	No
Photograph		
I give consent to use my child's photograph to show other people examples of our mobile crèche.	Yes	No
I give consent to use my child's image on www.cheekychopschildcare.co.uk website.	Yes	No

Parent/Guardian
signature _____ Date _____

Send the completed form to: annascott@cheekychopschildcare.co.uk