

Child Record Form

To be completed and signed by the parent/carer and returned to the childcare provider.

Child's full name

Name child is known by

Address where child is resident

Child's date of birth

Nationality

Sex

Post Code

Child's first language

Telephone No

Religion

Details of Parent/Carer 1

Parent/Carer's name

Place of work

Home address (if different from child's residence)

Work address

Post Code

Work Telephone No

Home Tel No

Ext

Mobile No

Email address

Details of Parent/Carer 2

Parent/Carer's name	Place of work
<div></div>	<div></div>
Home address (if different from child's residence)	Work address
<div></div>	<div></div>
Post Code	Work Telephone No
<div></div>	<div></div>
Home Tel No	Ext
<div></div>	<div></div>
Mobile No	Email address
<div></div>	<div></div>

Where possible, more than two emergency contacts are needed. Please include any other emergency contacts that I can contact if I am not able to get in touch with either Parent / Carer 1 or 2.

Details of Additional Emergency Contact 1

Name and relationship to the child	Home Telephone Number
<div></div>	<div></div>
Address	Work Telephone Number
<div></div>	<div></div>
	Mobile Telephone Number
	<div></div>

Details of Additional Emergency Contact 2

Name and relationship to the child	Home Telephone Number
<div></div>	<div></div>
Address	Work Telephone Number
<div></div>	<div></div>
	Mobile Telephone Number
	<div></div>

Who has parental responsibility?

Name	Relationship to Child
<div></div>	<div></div>
Mobile No (if different from above)	Home Tel No (if different from above)
<div></div>	<div></div>

Name	Relationship to Child
<div></div>	<div></div>
Mobile No (if different from above)	Home Tel No (if different from above)
<div></div>	<div></div>

Legal Contact Information if applicable

Childcare provider to have a copy of any such orders.

Contact Details and Consent for collection

I/we understand that if I/we am unavailable to collect my child I/we will notify the childcare provider of the person authorised to collect them. I/we understand that if any person attempting to collect my child is not listed below the childcare provider WILL NOT release my child without seeking my permission.

Contact 1

Name

Telephone Number

Address

Mobile Telephone Number

Contact 2

Name

Telephone Number

Address

Mobile Telephone Number

Contact 3

Name

Telephone Number

Address

Mobile Telephone Number

Password to be used by the authorised people (this will confirm identification if person is not already known to the childcare provider).

Place photographs here of persons authorised to collect your child if it is not possible for the childminder to meet them beforehand.

Alternative Contact Details if Parent/Carer(s) are unavailable

Name	Telephone Number
<div></div>	<div></div>
Address	Relationship to child
<div></div>	<div></div>

Name	Telephone Number
<div></div>	<div></div>
Address	Relationship to child
<div></div>	<div></div>

Name	Telephone Number
<div></div>	<div></div>
Address	Relationship to child
<div></div>	<div></div>

Name of Child's Key Person (To be completed by childcare provider)

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Details of Family Doctor, Health Visitor

Doctor's name

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Telephone Number

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Doctor's address

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Health Visitor's name (if applicable)

--

Health Visitor's contact details

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Telephone Number

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Details of Child's Dentist

Dentist's Name

--

Telephone Number

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Address

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Immunisations

Please list all immunisations that your child has received and the dates they were given.

Please list any allergies, medical conditions or special dietary needs:

Please note: Food allergy and intolerance are medical conditions; they must have been diagnosed by a qualified medical professional or a dietitian.

Is your child allergic to anything?

Is your child intolerant of any foods?

Please read through the following stages of food consistency and tick the box below to confirm which stage of weaning your child is currently at.

Stage 0 – Thin Liquid		Stage 4 – Extremely thick liquid/pureed food	
Stage 1 – Slightly thick liquid		Stage 5 – Minced, mashed and moist food	
Stage 2 – Mildly thick liquid		Stage 6 – Soft and bite sized food	
Stage 3 – Moderately thick liquid/liquidised food		Stage 7 – Regular, easy to chew food	

Has your child had any major illnesses / operations?

Has your child been in hospital recently?

Has your child any on-going health problems?

Does your child have any special educational needs that you are aware of?

Are they in receipt of an EHCP (An Educational Health and Care Plan)?

Please list any other relevant information

i.e., other spoken languages, comforters, special routines etc.

Please list any special requirements

i.e. about religious practices, food, clothing, health, or other matters which should be observed whilst in the care of the childminder.

Parent/Carer(s) should notify the childminder of any changes to the details on this form as soon as possible.

Parent/Carer's signature

Date

Parent/Carer's signature

Date