

Holiday Activity Booking Form

Child's Surname: Child's Forename:

Date of Birth: Age: Male Female

Address: Home Tel No.

Child's Membership No.

Name and Address of Parent / Carers who can be contacted in an Emergency or if your child is unwell (minimum of 2 contacts are required, these people must be contactable throughout the duration of the activity session).

Contact (Parent / Guardian)

Contact 2

Name:	<input type="text"/>	Name:	<input type="text"/>
Address:	<input type="text"/>	Address:	<input type="text"/>
Relationship to Child:	<input type="text"/>	Relationship to Child:	<input type="text"/>
Home Tel:	<input type="text"/>	Home Tel:	<input type="text"/>
Work Tel:	<input type="text"/>	Work Tel:	<input type="text"/>
Mobile Tel:	<input type="text"/>	Mobile Tel:	<input type="text"/>
Email Address:	<input type="text"/>		

Names of Parent/Carer that will be authorised to collect the Child:

Please Note: Parents / Carers are required to sign their children in / out. For additional security a password may be required when collecting your child.

Password: (eg "Rover")

Prompt: (eg "Our Dogs Name")

For our records, please give details of any health requirements that your child has including any medical conditions (i.e. inhaler, allergies etc).

Please note: Staff are not authorised to administer any form of medication. Based on the needs of the child, parents/carers should satisfy themselves of the child's suitability for this particular course / activity.

Publicity

Photographs may be taken of your child during the activities (by Harlow Leisurezone's Marketing Manager only), for publicity purposes. Please tick if you have any objections.

For publicity reasons, where did you hear about the Leisurezone Holiday Activities Programme (please tick)

Leaflet Newspaper Leisurezone Staff Word of Mouth

Which School does your Child attend?

Booking Information / Conditions

Please send your child / children with plenty to drink. If your child is staying at the centre over lunchtime (Activity Day Camp only), please send your child / children with a packed lunch. Please send your child / children in the appropriate clothes and footwear. We recommend sportswear and trainers, please note the activity day session may include art and craft activities.

We reserve the right to cancel courses and amend course content at any point before and during the programme.

We have a no refund policy unless Leisurezone have cancelled the activity.

Dropping Off

Please go to the New Member Enquiries Area located in reception where you will be greeted by a member of staff who will ask you to sign your child in. We politely ask that you take your child to the toilet before booking them in.

Collection

Please go to the New Member Enquiries Area located in reception where you will be asked to sign your child out. If a different person is collecting your child other than those stipulated on this form you will be contacted for verification. We reserve the right to charge a late collection fee of £5.00

Parental consent: I am the Parent / Guardian of the named young person and give permission for him / her to take part in activities in the Leisurezone Activity Programme.

NAME:

DATE:

Please complete the activities required using the boxes below

Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>
Activity:	<input type="text"/>	Day:	<input type="text"/>	Fee: £	<input type="text"/>

Payment by cash or credit/debit card can be made at Harlow Leisurezone. If emailing the form back to us a member of our Customer Services Team will contact you to confirm your booking and take a card payment over the phone.

**PLEASE RETURN THIS FORM TO:
HARLOW LEISUREZONE, SECOND AVENUE, HARLOW, CM20 3DT**

Thank You

If you have any questions about the activity programme, please call **01279 621500**

See us online at www.harlowleisurezone.co.uk

or email: info@harlowleisurezone.co.uk