# REGISTRATION FORM

## Section A

| Participant's full name: | Gender: | Date of Birth: | School Year 2018: |
|---|---|---|---|
| 1_____ | _____ | dd /mm / yyyy | _____ |
| 2_____ | _____ | dd /mm / yyyy | _____ |
| 3_____ | _____ | dd /mm / yyyy | _____ |

| | |
|---|---|
| **Attendance of program** | ☐ My child will attend the whole program (Please fill out **A** and **B**)<br>☐ My child will attend part of the program (Please fill out **A** and **B**)<br>☐ I will attend an individual activity (e.g. face-painting) ***with*** my child. (Only fill out section **A**) |
| **Photo Video Waiver** | ☐ **I give** permission for my child's photo/video to be used as described over page |

*If completing only section A, please sign here to confirm that the information above is true and accurate.*

Parent/Guardian's Signature: _____

## Section B

| | |
|---|---|
| **Child Drop-off/Pick-up**<br>**(please list if applicable)** | ☐ Only I must pick up my child<br>☐ Someone else can pick up my child (please list):<br>_____<br>☐ My child can leave the program by themselves. |
| **Ongoing Contact:**<br>I consent to appropriate ongoing communication by program leaders with my child after the program has finished (e.g. Birthday cards, postcards). | **Contact Address/Email:** |
| **Allergies, Medical Conditions, and Other**<br>Please let us know of any conditions which may require special attention, including but not limited to: behavioural issues, diabetes, food allergies, asthma, or conditions such as epilepsy. By signing this waiver you are releasing us to seek any medical attention we see as necessary for your child. | ☐ My child DOES NOT have allergies, behavioural issues, or conditions that require special attention.<br>☐ My child DOES have allergies, behavioural issues, or conditions that require special attention, and I have given adequate details below. |
| **Allergies, Medical Conditions, and Other – Details**: | |

- ☐ **I have read the information over page and agree to the release**
- ☐ **I have filled out sections A and B, and relevant contact numbers**
- ☐ **I have listed all relevant information, including allergies and medical conditions**
- ☐ **I am willing to receive a 9-question email survey about my/my child's experience in this program**
  *(Your email will only be used for the survey and deleted from our systems afterwards)*

  **Email address: _____**

*By registering my child in this Scripture Union Victoria program, I acknowledge that I have read the information over page and agree to the release.*

Parent/Guardian #1 Name: _____ Parent/Guardian #1 Tel: _____

Parent/Guardian #2 Name: _____ Parent/Guardian #2 Tel: _____

Parent/Guardian's Signature: _____

# Further Information

## Child drop off/collection and transportation

The authorised parent or guardian must sign their child/children in and out of the program each day unless they specify that the child has permission to leave the program alone or with another designated person.

## Behaviour Guidelines

All participants have the right to be involved in a positive environment, maintaining positive relationships throughout; therefore bullying, disrespectful behaviour, or inappropriate comments or touching of any kind will not be tolerated.

The health, safety and well-being of all participants and staff is paramount; all participants must follow safety guidelines and instructions given by any member of the Scripture Union Victoria program team.

Should a participant feel their rights are not being maintained, they should approach a team member who will begin an investigation as soon as possible.

## Behaviour management

Participants are required to behave in a safe and respectful way towards other participants and the program team.
Failure for any participant to uphold the behaviour guidelines may result in the following:
1. Scripture Union Victoria team members will remind the child/ young person about appropriate behaviour and sport specific instructions
2. If inappropriate behaviour persists either:

- Supervision will be increased, for example buddying up the participant and a team member (in a ChildSafe appropriate manner).
- The participant may be removed from the group for a short time (5- 10 minutes) to give them time to reflect on their actions.
- Depending on the severity and persistence of the misbehaviour parents are contacted.
- If a child's behaviour does not improve despite all efforts, the team member may have to ask the parents to remove the child from the program. This is an extremely rare situation and would only ever be a last resort.

*Scripture Union Victoria reserves the right to refuse or conclude a participant's involvement in the program if there is a breach of the Program Behaviour Guidelines (see above). Any costs incurred as a result of damaged property will be charged to the parent/guardian.*

## Release

I am aware that program activities carried out by Scripture Union Victoria programs may involve risk and in permitting my child/ward to participate in such activities I do so at my minor child/ward's own risk. I recognise that such activities may cause physical injury and I am aware of the risks involved.
I release Scripture Union Victoria, its volunteers and its staff from all liability arising from injury or damage including to property, however caused, arising out of my child/ward's participation in any of the activities offered by Scripture Union Victoria.
I agree to assume the risk or any injuries, damages or loss, regardless of severity, that my child/ward may sustain as a result of being a participant in these activities.
I authorize Scripture Union Victoria staff and volunteers to obtain such medical assistance as they deem necessary and I agree to meet any expenses incurred, including transport.

## Photo/Video Waiver

I give my full permission to Scripture Union Victoria to use, reproduce and publish in their communication media, any photo or video of my child/ward. I acknowledge that no fee or remuneration will be provided for the participant's appearance in any such communication media.

**Scripture Union Victoria is committed to the highest standards of child safety and care. To see our policy statement, go to http://www.suvic.org.au/childsafe-policy/, or speak to the program director.**