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Summer Booking Form 2026

Closing date for bookings 29th May 2026 thereafter any available places £30.00 late fee applies.

Cost: £41.95 per day per child & weekly charge £182.70 (5 full days)

Venue: Milngavie CE Centre

We are open from 8am for breakfast and close at 5.55pm

All children should have with them suitable outdoor clothing/shoes and a labelled packed lunch –

Please remember we are a nut free zone.no nut products or traces of nuts in any foods

Please fill in all fields, if not applicable please state N/A

Child's Name School attending

Home Address

Postcode main telephone

Email (will be used for correspondence, updates, newsletters)

Parent/Carer Relationship to child:

Work telephone Mobile

Parent/Carer Relationship to child:

Work telephone Mobile

(Please ensure this person is aware their information, has been shared with TOC)

Additional contact name

Telephone Mobile

Days Requested (please✓)

Time-Out Club Closed June 26th re opens 13th July 26							
Holiday Week 1			Holiday Week 2			Holiday Week 3			Holiday Week4		
Monday	July 13th		Monday	July 20th		Monday	July 27th		Monday	Aug 3rd	
Tuesday	July 14h		Tuesday	July 21st		Tuesday	July 28th		Tuesday	Aug 4th	
Wednesday	July 15th		Wednesday	July 22nd		Wednesday	July 29th		Wednesday	Aug 5th	
Thursday	July 16th		Thursday	July 23rd		Thursday	July 30th		Thursday	Aug 6th	
Friday	July 17th		Friday	July 24th		Friday	July 31st		Friday	Aug 7th	

Who will be collecting your child?

In addition to the parents/carers detailed - Who will be collecting your child/ren whilst at the Holiday Club

We require children to be accompanied (arriving and departing) with an adult over 16 years or sibling over 14 yrs.

Name		Relationship to child	
Name		Relationship to child	
Name		Relationship to child	
Is there anyone who is not allowed to collect or have contact with your child			
Name		Relationship to child	
Name		Relationship to child	

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A phone call for verbal permission with an accurate description of the collector is required before releasing any child to anyone other than those noted above.

For your Information

Time-Out Club will record, process and keep personal information on you and your child in accordance with the General Data Protection Regulations 2018. If you have any questions about this, our data protection policies generally, please contact us by emails, phone.

We will send a text message to notify all parents/carers if your child has had an accident whilst at full day care. We will also give you the name of a staff member to discuss the accident with when you arrive to collect your child.

I give permission for my child (Please tick) you can withdraw consent for any of the permissions detailed at any time. Should you wish to withdraw consent, please discuss with the Manager of your setting in the first instance.

To participate in any mixed aged group indoor/outdoor physical activities	
Receive emergency first aid and visit dental hospital/ hospital in the case of any emergency	
Be photographed within TOC participating in activities.	
Any outdoor trips and outing to local woodland and parks	
I give consent to receive text messages and corresponding emails.	

I/we agree and accept that the personal data from this application (as detailed within the parent carer handbook), will be stored for no longer than necessary and kept secure.

All information above is correct and realise that any changes must be updated immediately

Completion of the official enrolment form-is a formal agreement to a contacted placement at Time-Out Club with acceptance of all the policies, procedures, GDPR as set out in this parent/carer handbook

Time–out club reserves the right to withdraw a place or membership in terms of the exclusion/ withdrawal policy as set out in the parent handbook and Articles of Association.

I/We confirm that I have booked the above holiday places for my child and that payment will be made in advance.

I/We agree to accept a placement at Time-Out Club and accept the policies & contract as set out in the parent/carer handbook including that of child protection, fees and debt policy, no transfers or refunds will be given for days or TOC closing due to reasons out with their control.

If my child is going to be absent, I/We will phone the play setting before 10am to notify of their absence.

Signed _____ Date ____/____/____

Holiday Club Password:

Please provide a password that will be unique to your family. You may be asked for this password when you collect your child/ren as the staff team rotate daily and may not know you. (Please ensure that all authorised person collecting are aware of password as this will be requested from staff upon collection of your child).

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Highlighted important To be fill out – the rest as required

Childs' Personal Plan

Child's name	Child's photograph
Date of birth	
Physical description of your Child, (height, hair and eyes colour)	
Start date	

Health & Well-being Details

Is your child allergic to any of the following:

Celery	cereals containing gluten	crustaceans	eggs	fish	lupin	milk	nuts
mustard	sulphur dioxide sometimes known as sulphites)		peanuts	sesame seeds	soya	molluscs	NONE

Please state any other allergies:
State any dietary requirements:
Does your child have a recognised disability/diagnosis of condition?
Does your child have any medical conditions/Phobias?
Medication required Yes/No (please circle)
If yes what is required:
Name and Address of Family Doctor:
Surgery Telephone no:
Are there any other professionals that are currently supporting your child?
In addition:
In the interests of continuity of care for your child, we may contact you for written permission to contact the above named professional or contact your child's school or class teacher for information regarding the support measures and strategies they have in place for your child.