



SANDRINGHAM PLAYGROUP

REGISTRATION FORM

*Child/Children attending Sandringham Playgroup					
	Surname	First name	Gender	Date of Birth	Ethnicity (up to 3 iwi affiliations)
1					
2					
3					
4					

* The Ministry of Education requires us to collect this information

Parent / Carer Details	
Full name of parent or carer	
Relationship to child/children	
Email address	
Contact address	
Phone number	

Emergency Contact		
Name & relationship		
Phone numbers	Daytime:	Mobile:

*Session Enrolment (please indicate the days you would like to be enrolled to attend)	
Monday 9.30-12	Yes / No
Wednesday 9.30-12	Yes / No
Friday 9.30-12	Yes / No

* The session enrolment information is required by the Ministry of Education. Sandringham Playgroup does not mind which days you attend.

Responsibilities	
Playgroup operates on the principle of many hands make light work. All members must assist with setting up or tidying up if they are present. In addition, members take on occasional responsibilities (with training). Tasks are broadly explained in the information form for new members and existing members can answer your further queries about the responsibilities. Please indicate which tasks you are interested in.	
Unlocking / opening or locking / closing Playgroup on occasion.	
Buying tea, coffee and biscuits (reimbursed).	
Organising craft activities	
Organising special events at Playgroup and excursions	
Oversight of worm farm and small garden bed	
Librarian	
Joining the committee (meets on the first Monday of each month at 7.30pm)	
Treasurer	
Secretary	
Auckland Council liaison	

How did you hear about Sandringham Playgroup?

Privacy Statement: The purpose of collecting this information is to enable Sandringham Playgroup to have a register of enrolments, run effectively, communicate with its members and receive funding from the Ministry of Education. The information provided will only be used by Sandringham Playgroup and the Ministry of Education.

Declaration:

- I have read and understood the Sandringham Playgroup information form for new members.
- I understand that all children must be accompanied and supervised by an authorised adult whilst at Sandringham Playgroup.
- I agree to:
 - Participate in and adhere to the Sandringham Playgroup procedures and behaviour policy as outlined in the information form.
 - Sign the session register-every time I attend.

Date:

Signature: