



**Lincoln Birchwood Junior School**

Larchwood Crescent  
LINCOLN  
Lincolnshire  
LN6 0NL

4 August 2025

Sample Parent

Email:  
birchwood@forestskeys.co.uk  
Phone: 01522800971  
Website:  
<http://www.birchwood.lincs.sch.uk/>

Sample Student (Year 1, Samples)

**Treehouse form**

# Treehouse After School Childcare

**Child's Details**

Full Name of Child
Date of Birth
Current School
Year Group
Address
Post Code
Home Telephone
Mobile
Religion
Ethnic Origin
Languages spoken at home

## Parents details

Parent/Carer 1 name

Relationship to child

Parent/carer employer

Contact Number - Mobile/home

Work number

Email address

Parent/Carer 2 name

Relationship to child

Parent/Carer employer

Contact number

Email address

## Emergency Contacts

1st Emergency Contact - Other than parent/carer

Relationship to Child

Telephone No

2nd Emergency contact - other than Parent/Carer

Relationship to child

Telephone No

## Names of people authorised to collect your child

Name 1

Name 2

Name 3

## Medical/Additional Information

Details of any medical conditions

Details of any regular medication

Details of any allergies

Special Dietary requirements

Is there anything else we need to know about your child

## Additional needs

Is your child on the SEN register?

Yes

No

Does your child have an EHCP?

Yes

No

Does your child have a PSP?

Yes

No

If yes to any of these questions it will be necessary to have a discussion with the Headteacher and SENCO, a risk assessment will also need to be completed.

## Permissions

I give permission for Treehouse staff to administer First Aid

Yes

No

## Permissions

Treehouse staff are permitted to take your child off the premises for local walks

Yes

No

## Permissions

Occasional face painting is agreed

Yes

No

## Permissions

Photographs/videos of my child is allowed

Yes

No

## Permissions

My child is permitted to take part in celebrations e.g Halloween/Christmas etc

Yes

No

**Do you give permission for Birchwood Junior School to contact my child's infant school to give any further information?**

Yes

No

Terms and Conditions:

- Payment must be received in advance or within the week that the childcare provision is taken.
- Sessions must be booked via the Arbor in advance.
- If you need to cancel a booking, please inform the school office at the earliest convenience.

- If you need to change your contact information you must inform Treehouse.
- Late collection (over 10 minutes) may result in an extra charge of £6.

**Name:**

**Date:**

---

---