

## Consent form (Jan 2017)

(To be completed by a person with parental responsibility, known for the purpose of this consent form as the contactable person)

Hello & welcome to VIP, we look forward to spending time with your child during *birthday child's* party on \_\_\_\_\_ .

To ensure we keep your child safe and enable them to take part in the party, we ask you to complete the consent form below.

Please return this on the day of the party, if there are dietary requirements or skin conditions, please email the details 1 week prior to the party. Additional consent forms can be requested from [info@v-i-parties.co.uk](mailto:info@v-i-parties.co.uk).

Name of Child \_\_\_\_\_ Age of Child \_\_\_\_\_

Name of contact person \_\_\_\_\_ Contact Number \_\_\_\_\_

Address we contact for emergency purposes  
\_\_\_\_\_

### I consent my child to:

- be guided to wash their hands after craft activities and before eating
- eat various party foods

### Please state dietary/religious food requirements and/or allergies

\_\_\_\_\_

- to be evacuated from the building when necessary
- remove footwear in the party rooms
- allow all pampering, playing, craft, entertainment and social interaction during the party

### Please state any skin allergies/conditions

\_\_\_\_\_

I Will:-

- collect my child from the party if their behaviour is deemed dangerous to that of the other guests.

### Any injuries or accidents prior to the party that we should be aware of?

\_\_\_\_\_

In the box below, please add any extra information you believe we should know about your 'Very Important Person'?

I understand that while V.I.P. takes all responsible duty to ensure the safety of my child, they cannot be held responsible for any loss, damage or injury incurred while on their premises unless serious misconduct occurs.

I agree to all the terms and conditions set out by Very Important Parties Ltd (see reverse)

Signed \_\_\_\_\_ Date \_\_\_\_\_

Yippee all agreed and ready to PARTY!

Here comes the waffle:

### **Accident and Health and Safety with exceptional medicating circumstances**

We abide by **C.O.S.H.H** (Control of Substances Hazardous to Health), **R.I.D.D.O.R** (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations), the fire safety order, as well as regulations to report Child protection concerns to Local Authority and promote the welfare of each child by adhering to the Children Act 1989 & 2004 guidance.

In order to do this, we at VIP have, Public Liability insurance, continue to train all staff, keep up to date with current legislation, Register every staff with the DBS and follow Health and safety regulations, by carrying out continual risk assessments and have clean, hygienic premises, as safety business guidance suggests.

### **Administering First Aid in an Emergency and Medicating in exceptional Circumstances**

I consent that I give permission for my child to receive first aid treatment by VIP's Appointed person, Claire Punchard, in an emergency and for the appointed person to administer pain relief (Paracetamol) in a situation of an extremely high temperature which could lead to convulsions if the child's temperature cannot be controlled naturally.

I also Consent to life saving first aid treatment, administered by the Appointed person and/or The emergency services.

I Consent to transport to a hospital for further treatment if deemed necessary . (You will be notified of the hospital your child is taken to as soon as possible).

### **Child Protection /welfare requirements, including Behavioural concerns**

We know how special your child is, so we intend to follow all our safety policies and the Local Authorities guidance to ensure they leave the party as safe as they were when they arrived. We too want to be kept safe, so we ensure we follow procedures and document any concerns we have. We will keep communications open with you unless we believe your child to be in danger.

### **Photo Permission**

I give consent for my child to have photographs taken of him/her during any party at V.I.P. I agree for any photograph to be used in conjunction with the V.I.P website, promotional literature, media coverage or other purposes which may arise. Obviously data protection will be followed and no personal details will be passed to other parties unless you ask us to do so (Private Photographic sessions or our business networks). If using your child's photograph in the above ways, a full name will not be used so that your child's identity remains anonymous.

### **Observations of parties, for continual professional development**

At VIP we continue to provide the best possible service; there will be occasional observations of all staff working at VIP. This is to ensure the parties are kept exciting and current. YOUR feedback to us (Good or bad) is gratefully received.