

# Fun 4U Club

## 9 Consent Policy & Procedures

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### **Principle**

Fun 4U Club understand the necessity of always having consent from a child's parent or guardian. When anything out side of the ordinary daily routine is arranged consent must be received from the child's parent or guardian. This is so they fully understanding what is happening with their child, where their child will be and are satisfied with all arrangements and provisions that have been made for their child.

### **Statement of intent**

Fun 4U Club believes that

- Parents have the right to decide what their children will be exposed to and where they will be even when they are not present.
- A parent's or guardian's consent must always be requested, for any changes to the normal routine.
- On the occasion of an outside source of entertainment coming in to the setting to provide play event or a learning experience for the children, parents and guardians must be informed of their attendance to the facility.

### **Procedures**

When a facility is arranging an outing or an event that will take the children away from the facility consent must be granted by a parent or guardian, for this to take place.

A letter of consent must be sent home with each child, allowing reasonable time for their parent or guardian to concede there responds and returns their consent.

The consent letter must have all information regarding the event, including destination, times of departure and return, what mode of transport will be used and the cost of the event if applicable. Requirements for their child e.g. Coat, Wellingtons, packet lunch, spending money etc.

A signed consent slip must be received from every child's parent or guardian before plans for the event can move forward.

In the case of children not being allowed to attend, alternative arrangements must be made for these children.

When a consent form has not being returned, it will be assumed that this child is not allowed to attend the event.