



# Membership Application Form 2011 / 2012

for Out of School Childcare Clubs

Renew your membership for  
01.04.2011 -  
31.03.2012

Pay for your membership  
online!

A prize draw  
for a Wii  
Console  
all applications returned  
(with payment) by 31.03.11 qualify.

All this for just  
£32.00!

## Why become a member?

- Clybiau Plant Cymru Kids' Clubs is the **national voice** for Out of School Childcare Clubs in Wales.
- **Expert guidance** from Clybiau Plant Cymru Kids' Clubs on business planning, expansion, registration, quality assurance and all other aspects of Out of School Childcare Club provision.
- **Support** from your regional office, which provides guidance on childcare & business issues.
- Access to a **funding and support team**, who can assist you with grant applications and fundraising ideas. Monthly E-Bulletin offering sources of specific funding (**email address required**).
- Voting membership – exercise your right to vote for a regional representative for Clybiau Plant Cymru Kids' Clubs Board of Trustees – you can **influence how your organisation is run!**
- Access to special membership web-pages and resources at [www.clybiauplantcymru.org](http://www.clybiauplantcymru.org)
- **FREE** or discounted Criminal Records Bureau (CRB) checks through WCVA, and advice / guidance about Independent Safeguarding Authority (ISA).
- **FREE** subscription to quarterly newsletter 'Y Bont' – and reduced advertising rates.
- **FREE** or discounted publications produced periodically.
- **FREE** promotion via a 'Search For A Club' facility on Clybiau Plant Cymru Kids' Clubs' website.
- **FREE** or discounted training courses for Out of School Clubs' staff and management.
- **Discounted** insurance through Morton Michel – childcare insurance specialists.
- Advertise staff vacancies in your club on our website – **FREE OF CHARGE** – just email [recruitment@clybiauplantcymru.org](mailto:recruitment@clybiauplantcymru.org)

Registered Charity 1093260.  
A company limited by guarantee 4926436.  
Working in partnership with:



Thanks to General Communications for their donation of a Wii Console.

# Contact Us!

We would love to hear from you.  
Please contact us using the details below.

[www.clybiauplantcymru.org](http://www.clybiauplantcymru.org)

## General Enquiries

### National/Registered Office & South East Wales Team

Clybiau Plant Cymru Kids' Clubs, Bridge House, Station Road, Llanishen, Cardiff CF14 5UW  
T: 029 2074 1000. F: 029 2074 1047. E: [info@clybiauplantcymru.org](mailto:info@clybiauplantcymru.org)

### North Wales Team

Clybiau Plant Cymru Kids' Clubs, 19 Princes Drive, Colwyn Bay, Conwy, LL29 8HT  
T: 01492 536318. F: 01492 536582. E: [info-nw@clybiauplantcymru.org](mailto:info-nw@clybiauplantcymru.org)

### West Wales Team

Clybiau Plant Cymru Kids' Clubs, 62 Plymouth Street, Swansea, SA1 3QQ  
T: 01792 462502. F: 01792 301109. E: [info-swansea@clybiauplantcymru.org](mailto:info-swansea@clybiauplantcymru.org)

### For Membership Queries

T: 029 2074 1000.  
E: [membership@clybiauplantcymru.org](mailto:membership@clybiauplantcymru.org)

### To Advertise Vacancies

T: 029 2074 1000.  
E: [recruitment@clybiauplantcymru.org](mailto:recruitment@clybiauplantcymru.org)

### For Complaints / Compliments

T: 029 2074 1000. E: [contact@clybiauplantcymru.org](mailto:contact@clybiauplantcymru.org)

## Other Useful Contacts

### Morton Michel – Childcare Insurance Specialists

Alhambra House, 9 St Michael's Road, Croydon, CR9 3DD  
T: 0845 2570118. E: [playsafe@mortonmichel.com](mailto:playsafe@mortonmichel.com)  
W: [www.mortonmichel.com](http://www.mortonmichel.com)

### Wales Council for Voluntary Action (WCVA) Criminal Records Unit,

Morfa Hall, Bath Street, Rhyl, Denbighshire LL18 3EB  
T: 08702 416 557. E: [cru@wcva.org.uk](mailto:cru@wcva.org.uk) W: [www.wcva-cru.org.uk](http://www.wcva-cru.org.uk)



*Please retain this page for future reference.*

*Tear off membership application form and return with payment to the address on the form.*

# Membership Application Form 2011/2012



# for Out of School Childcare Clubs

## 1 General Information (please complete all sections)

**This form is for Out of School Childcare Clubs ONLY.** Out of School Childcare Clubs include Breakfast Clubs (which run before the school day starts), After School Clubs (which run at the end of the school day – normally from 15.00 onwards), and Holiday Clubs which run during school holidays. If you do not fall into this category, please email [membership@clybiauplantcymru.org](mailto:membership@clybiauplantcymru.org) for details on Associate Membership. **Please print on this form in black or blue ink.**

Club Name: \_\_\_\_\_

Has your club been known by any other names previously? If yes, please state below.  
\_\_\_\_\_

Existing Club Membership Number (if known) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Is your club: Breakfast Childcare Club  After School Childcare Club   
(please tick ALL that apply) Holiday Childcare Club

As an additional benefit of becoming a member of Clybiau Plant Cymru Kids' Clubs, your club will be added to a 'search' facility on our website, [www.clybiauplantcymru.org](http://www.clybiauplantcymru.org). Please indicate in the box below that you agree for your information to be used in this way.

Yes please, list our club  No thank you, we do not wish to be listed

## 2 Club Address

Please indicate below the site address and contact details of your Out of School Childcare Club. This is the address that will be used if you have agreed to being added to our club search facility. These are also the details that will be used if a parent or interested person telephones one of our offices asking for details of clubs in their area. **Please complete ALL of this information IN FULL.**

Building No. / Building Name: \_\_\_\_\_

Street Name: \_\_\_\_\_

Town / District: \_\_\_\_\_

County: \_\_\_\_\_ Post Code: \_\_\_\_\_

Club Telephone Number: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Name of Registered / Responsible Person: \_\_\_\_\_

CSSIW Registered?: Yes  No

CSSIW Registration Number: \_\_\_\_\_

Is the club held on school premises?: Yes  No

## 3 Correspondence Address

If you would prefer correspondence such as 'Y Bont,' our quarterly newsletter, and information about training courses etc to be sent to a different address – i.e. not to the Club, please indicate below. Please note that this information will NOT be added to the website, and will not be shared with any other party. **You will ONLY receive mailings to ONE address.**

Please send correspondence to the Club address

Please send mailings to the address below

Contact Name: \_\_\_\_\_

Building No. / Building Name: \_\_\_\_\_

Street Name: \_\_\_\_\_

Town / District: \_\_\_\_\_

County: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

# 4 Email Address

Members can access additional benefits through our website at [www.clybiauplantcymru.org](http://www.clybiauplantcymru.org). In order to be able to do this, you will need to provide us with an **email address**. Once we have this information, you will automatically be sent a password, which will allow you to access information and resources available only to members. This email address can be a Club email address or a personal email address, as we will not share it without your permission. Clybiau Plant Cymru Kids' Clubs will also use your email address to stay in touch with you, send you E-News and reduce our impact on the environment. If you prefer for us not to contact you by email in this way, please tick here.

Email address: \_\_\_\_\_

Would you like this email address to be listed along with the club information on the 'club search' facility?

Yes please, list this email address.

No thank you, do not list this email address.

# 5 Other Important Club Information

The information below will also be used to advise parents / interested parties about the childcare that your club offers. It will also be added to our website (if you have given permission for your club to be added to the website) for those people who are searching for a club in your area. Please complete this information IN FULL, for each of the provisions you have. (Fees will not be listed on the website.)

	Breakfast Childcare Club	After School Childcare Club	Holiday Childcare Club
What time does your club start each day?			
What time does your club finish each day?			
Is your club open Monday - Friday?			
If no, what days is the club closed?			
How many places do you provide? (If CSSIW registered, this should be the number of places you are registered for)			
How many children, on average, attend each day?			
How many names are on your register?			
What are your current fees per session for 1 child? * delete as appropriate	£ _____ * per hour / day	£ _____ * per hour / day	£ _____ * per hour / day
What are your current fees per session for siblings? * delete as appropriate	£ _____ * per hour / day	£ _____ * per hour / day	£ _____ * per hour / day

What is the legal structure of your club?

- Company limited by guarantee (voluntary)  Sole trader (private)   
 Unincorporated Association (voluntary)  Limited company (private)   
 School  Partnership (private)   
 Registered Charity (state number)  Other (specify)

- Number of staff currently employed by your club   
 How many parents are currently working or training?   
 How many parents are claiming Working Families Tax Credits?   
 How many children in your club have additional needs?   
 Is the main language of your club: English / Welsh / Bilingual?



**Thank you for completing this membership application form.**

Membership year runs from 01.04.2011-31.03.2012. All membership expires on 31.03.2012

Please send this form with your cheque made payable to Clybiau Plant Cymru Kids' Clubs for **£32.00** to:

**Clybiau Plant Cymru Kids' Clubs, Membership Applications,  
Bridge House, Station Road, Llanishen, Cardiff CF14 5UW**

If you wish to pay electronically, please send your completed form to the address above and your payment for **£32.00** to the following account (please ensure you quote your membership number as a payment reference).

**Account Name: Clybiau Plant Cymru Kids' Clubs  
Bank Name: Natwest  
Sort Code: 54-30-01  
Account Number: 23438053**

Alternatively, if you would like to pay online using Google Checkout, please tick this box  and please provide your email address \_\_\_\_\_

**PLEASE DO NOT SEND CASH.**

Data Protection Act 1998 The information given will be entered into a database and held by Clybiau Plant Cymru Kids' Clubs on computer. Personal data is limited to names, titles and contact details. This information will be used by Clybiau Plant Cymru Kids' Clubs for monitoring and for mailing information which may be of benefit or interest to Out of School Clubs.

From time to time, information that may be of interest to Out of School Clubs, may be shared with other organisations / members of the public. If you are not willing for us to pass on this information, please tick the box.

**FOR OFFICE USE ONLY**

Data protection agreement? \_\_\_\_\_  
 Google Checkout Payment Received (date) \_\_\_\_\_  
 Date certificate sent: \_\_\_\_\_

Date form received: \_\_\_\_\_  
 Cheque number: \_\_\_\_\_  
 Renewal Date: \_\_\_\_\_  
 Membership Number: \_\_\_\_\_