

Personalised Learning

Registration Form (please complete both sides of the form)

Please book the date(s) with the Centre before completing this form.





Student Details

Key Stage:

Year:

Surname		Forename
Date of Birth	M/F	School

Parent/Guardian Details

Surname		Forename	Title
Home Address			
		Post Code	
 Home		 Work	
 Mobile		 Email	

In an Emergency

Contact Name	Telephone Number
Is your child on medication, or have any allergies or dietary restrictions? Please give details:	

Please ensure that this form is returned with (if applicable):

- ✓ Cheque for relevant amount payable to HADC

Appointment(s) booked:

Date(s)	Time(s)

This information will be given to the tutor to enable her to plan the most helpful programme for your child. All information sent by you will remain confidential. Please affix an additional sheet of paper for any further information. **By signing below you acknowledge that you have read and understood our cancellation policy.**

What do you feel are your child's strengths?		
What do you feel are your child's weaknesses?		
What areas would you like the tutor to address in the lessons?		
Is there anything else you feel it is important for the tutor to know?		
Signed	Print name	Date

Cancellation Policy

The following terms apply to all registrations:

Included in the price is a booking fee of £30. This is not refundable unless the course is cancelled by Helen Arkell.

- No fee will be refunded if we receive less than one month's notice of cancellation
- 50% of the course fee paid, less the booking fee, will be refunded for cancellations made more than one month before the course date
- Please note that course fees are non-transferable.