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Welcome to the Peter Minturn (NZ) Goldsmith School Limited

The following information will be treated confidentiality by the staff of Peter Minturn Goldsmith School Limited, (PMGS), in accordance with the Privacy Act (1993).

This form requires both participant and parent/guardian to sign and acknowledge their understanding and agreement to this programme's requirements, term and conditions of trade and health and safety requirements.

Please fill in the form properly by:

Completing all sections of the form.

Printing your answers clearly in pen, or by ticking multi-choice questions.

Signing the form.

Attaching to the form any additional information that may be required.

Participants Personal Details

First name

Family name

Preferred first name

Birth date

Cellphone number

Email address

Smoker. PMGS has a strict No Smoking policy.

No

Yes

Any criminal convictions or charges pending. Please provide brief details/dates.

No

Yes

Parent/Guardian Details

Parent/Guardian Names

Address

Telephone contact number during the day

Write numbers only no spaces or dashes

Evening contact
numbers

Emergency contact number
and name

Email address

Who will normally drop off or collect the participant.

Additional Conditions of Registration

Lunch	It is preferred that participants bring a packed lunch, however approval may be sought for participants to walk to and from the shops at lunchtime, as a group, with a member of staff.
Dress Code	All activities on the workshop floor require the following dress code: Sturdy covered footwear – sand-shoes, light work-boots Bib apron – cotton, denim or leather Hair or beard tied back by using hair clips, hair ties, platted or a hair net – must be confined which will prevent it from being snagged or caught in the work process Clothing – clean and tidy. No loose clothing, ties, scarves, tassels or strings etc Jewellery –No long dangling earrings, bangles, necklaces, etc. You will be asked to remove any of the above items that may be a hazard or does not conform to a safe working environment.
Promotional material	You authorise PMGS to use your name, comments and images obtained in relation to your participation in this programme in any and all media and disclose this information to third parties for marketing purposes; these materials will remain the property of PMGS.
Safety	However the School uses induction to let all Staff, Students and Other persons know about any risks or hazards, and what to do to in an emergency. Stakeholders will undertake, the Peter Minturn Goldsmith School Health & Safety Training as a part of their introduction to the School, however you do participate at your own risk. Please note that there are times during when you will not be under the direct supervision of staff e.g. Lunch breaks.
Personal property	Neither the staff nor management of PMGS will be liable for any loss or damage of any kind arising out of attendance at this programme.
Images captured on personal devices	Photos or videos may be taken by participants on their own devices, however please respect the wishes of other participants when taking any photos.
Payment	Enrolment will not be confirmed until course fees have been received.
Declaration	I give permission for the participant to participate in the programme activities and understand that they may not be supervised at all times. I agree and acknowledge the PMGS terms and conditions of trade and additional terms of registration. I understand that if the participant does not comply this registration will be cancelled. I have provided details of any persons who by law are denied access to the participant. (A copy of the legal document must be kept on our file).

Participant signature

Date



Parent/Guardian signature

Date

Medical Information	
Participants full name	
Emergency contact number	
Emergency contact name	

Please indicate any allergies information we may need to be aware of.
Responsibility lies with the participant to make appropriate dietary choices.

Please indicate any medical information or concerns we may need to be aware of.

No prescription drugs are permitted without prior acknowledgement, signed permission and instruction No alcohol or non-prescription drugs are permitted.

PMGS has my permission to arrange any necessary urgent medical treatment at my cost and to move the participant in an emergency to a safer location.

Parent/Guardian signature

Date