

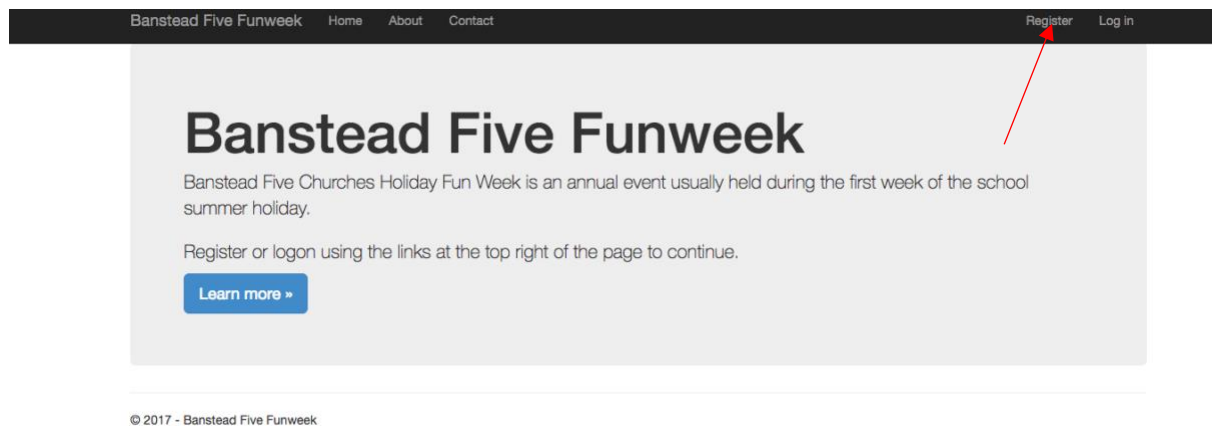
Holiday Fun Week On-Line Registration

Below are the instructions on how to register the personal details for anyone attending this year's Holiday Funweek.

Copy and paste this URL into your web browser:-

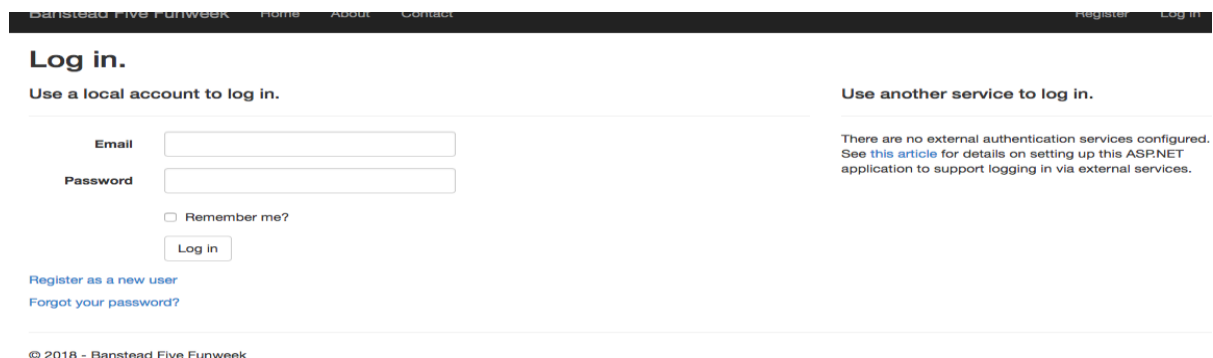
<https://bansteadfive-live.azurewebsites.net>

You will see this screen



Select the REGISTER option in the top right hand corner and you'll see the following screen

IF YOU ARE JUST RESETTNG THE PASSWORD USE THE RESET PASSWORD LINK AND THEN CONTINUE IGNORING THE ENROL SECTION BELOW, JUMP



Fill in your e-mail address and password. Please note that passwords should be:-

- A minimum of 8 characters
- Contain at least 1 capital letter, 1 number and 1 special character (*&%\$@)

Once entered, please select the REGISTER button. **E.g Funweek1%**

You will see the following screen asking you to check your e-mail to complete the registration process.

Info.

Check your email and confirm your account, you must be confirmed before you can log in.

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Within 10 minutes, you receive an e-mail with the following message

Confirm your account



Banstead Five Funweek <banstead.five@b5.com>

Thursday, 2 February 2017 at 09:19

To: Neil Allison

Please confirm your account by clicking [here](#)

Click on the HERE link and you will see the following screen

Banstead Five Funweek

Banstead Five Churches Holiday Fun Week is an annual event usually held during the first week of the school summer holiday.

Register or logon using the links at the top right of the page to continue.

[Learn more »](#)

GDPR Consent

You must grant your consent to the GDPR terms before registering for this year's event.

[Grant consent »](#)

Enroll

Use this section to create and amend you and your families personal details.

[Enroll »](#)

Participate

Use this link to request participation in the event.

[Participate »](#)

Volunteer

Use this link to volunteer your services during the week.

[Volunteer »](#)

T Shirt Orders

Use this link to order your t-shirts.

[T Shirt Orders»](#)

The first thing you must do once logged in, is select the GDPR CONSENT button. Once selected, you will see the following screen:-

CONSENT FORM Banstead Five Churches (B5)

Consent form for Banstead 5 to use Personal Data in accordance with the General Data Protection Regulation

Your privacy is important to us, and we want to communicate in a way which complies with UK law on data protection; the B5 Data Privacy Notice is available on our website www.banstead5.org.uk. Please fill in these personal details and confirm your consent to our communicating with you using any or all of these for the purpose of 1 and 2 listed below.

For registration to begin please tick at least one box for contact, and we strongly recommend that you tick as many as possible

Please understand we generally use all three of these styles of communication.

I consent to B5 contacting me for anyone for whom I am Parent or Guardian before and during Holiday Fun Week by the following methods:

Contact via post?

Contact via telephone?

Contact via email?

I also consent to B5 holding and using the following personal data:

- To administer and manage Holiday Fun Week including Safeguarding procedures and register required.
- To communicate with me in relation to Holiday Fun Week including medical issues which may arise.

If you are unable to agree to both 1 and 2 you will be unable to register yourself, child or children.

I consent to the terms of GDPR

By clicking continue, I agree with all of the points above and give my consent for my child to register for Holiday Funweek.

[Continue](#)

Please select the options you are most happy with but please understand that we use all three throughout the Holiday Fun Week cycle (sending confirmations, calling to confirm details and e-mailing any questions/responses). Once you click on CONTINUE, you will be presented back to the HOME screen.

Banstead Five Funweek Home About Contact Hello neil.allison@dmwgroup.co.uk! Log off

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Click on ENROLL and complete all the fields. The screen shot below shows the format that you need to use

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Create new person

Personal details

First Name

Last Name

Date of Birth

Name of Parent

Regular Church Attended

Address

Address 1

Address 2

Address 3

Address 4

Postcode

Contact details

Email Address	<input type="text" value="neil.allison@dmwgroup.co.uk"/>
Home Tel No	<input type="text" value="01737 352986"/>
Mobile Tel No	<input type="text" value="07958 767189"/>

Emergency Information

Name	<input type="text" value="Tina Allison"/>
Telephone No	<input type="text" value="07778 406590"/>

Do you hold a First Aid Qualification? Select for Yes, leave blank for No

Are you Autoinjection (Epipen/JEXT) Trained?

Are You A Registered Nurse or Medical Practitioner??

Health Information

Doctor	<input type="text" value="Dr Pande"/>
Allergies or Illnesses	<input type="text" value="Asthma"/>
Special Dietary Requirements	<input type="text" value="Lactose Intollerant"/>
Additional Needs	<input type="text" value="None"/>

Banstead Five Churches Holiday Fun Week aims to cater for the needs of as many children as possible. To help us in our planning and staffing please indicate below if your child has any identified additional needs* or receives support at school and a Banstead Five Churches Holiday Fun Week leader will contact you to discuss confidentially any additional support which will need to be put in place during Banstead Five Churches Holiday Fun Week. * The term additional needs relates to Medical Needs, Cognitive Needs, Physical and Sensory Needs, Social Communication Needs (including Autistic Spectrum Disorders) and Behavioural, Social and Emotional Needs

SEN Details

Once complete, click on the create button and you'll see the following screen.

Banstead Five Funweek Home About Contact Hello neil.allison@dmwgroup.co.uk! Log off

My Personal Details

[Create New](#)

First Name	Last Name	Date of Birth	
Olivia	Allison	31/08/2006	Edit Delete

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Click on CREATE NEW and repeat this process for all Adults, Teens & children who will be attending Holiday Funweek this year.

IF YOU EXPERIENCE ANY ISSUES, PLEASE E-MAIL b5holidayfunweek@gmail.com or call on 07956 753353. Thank you.