

How do I get the birth certificate?

After giving the registrar all the necessary information, you will be asked to check the record carefully and sign it before being given, free of charge, a birth certificate with details of the baby's name, sex, date and district of birth.

A full birth certificate with all the information in the register and additional short birth certificates are available to buy. You will be offered the chance to order both versions when you go to register. The fee is £3.50 per certificate. Please make sure you have the correct change, or alternatively you can pay by cheque provided you have a valid bank card.

You can also order copies at any time in the future, and the fee is £7.00 per certificate.

Can I still register even if my baby wasn't born in Hackney?

You can still go to Woodberry Down Children's Centre, and the registrar will take the details of the birth and pass them onto the Register Office where the birth did occur. They will then register the birth. You will need to bring with you the correct fee (cheque or postal order only which must be made payable to the council in the area the birth took place) and the registrar will arrange for the certificates to be sent directly to you.

Registering your baby's birth



AT WOODBERRY DOWN CHILDREN'S CENTRE

Woodberry Down Children's Centre,
Lilliput Building, Spring Park Drive, Green Lanes, N4 2NP 0208 815 3250
Hackney Register Office, Town Hall, Mare Street, E8 1EA 0208 356 3000

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Congratulations on the birth of your child!

Hackney Registration Service and Woodberry Down Children's Centre are now offering a new service for parents in Stoke Newington and Stamford Hill area. You can now register the birth of your baby at the Children's Centre, and access a wide range of services for you, your baby and your family at the same time.

Registrations are currently taking place on Thursdays between 10 – 1pm and 2pm – 3.30pm. You do not need an appointment, but if you would like to find out the best time to visit please contact the reception desk on 0208 815 3250.

Please note you cannot register at Woodberry Down Children's Centre if your child is more than three months old.

Who can register?

If you are married to the baby's father, either of you may register the birth. If you are unmarried, the baby's father should attend the registration with you to have his details entered into the register. If he cannot attend the registration with you, his details may still be entered provided he has made a statutory declaration of parentage before registration.

More details of this process can be obtained from the Register Office on 0208 356 3000.

Parental responsibility

Married parents automatically have joint parental responsibility. Where parents are not married only the mother has automatic parental responsibility.

The father can get responsibility by recording his name in the child's birth register; making a parental responsibility agreement with the mother; getting a court order; or later marrying the mother. You may wish to consider this if you have other children.

If you need further information or advice, call Parentline Plus on 0808 800 2222 or textphone them on 0800 783 6783.

What information will I need to register the birth?

You need to bring the Obstetric Summary (Discharge Papers) from the midwife. A passport or similar document can also be useful to ensure the correct spelling of names.

The registrar will ask for the following details:

About the child

- Date and place of birth
- If the child is a twin or a triplet etc
- The time of birth
- Sex of the child
- The forename(s) and surname of the child

About the father

(if his details are to be entered in the register)

- Forename(s) and surname
- Date and place of birth
- Occupation at the time of the child's birth or, if not employed at that time, his last occupation

About you

- Forename(s) and surname
- Maiden surname if the you are or have been married
- Date and place of birth
- Occupation at the time of your child's birth or your last occupation
- Usual address at the date of the birth
- Date of marriage if you are married to the child's father
- Number of any previous children

It is important that all the information recorded in the birth register is completely correct as mistakes can take time to put right. Please make sure you check the information very carefully before signing the register.