



NURSERY APPLICATION FORM

ELMSLEIGH INFANT AND NURSERY SCHOOL

NAME OF CHILD: _____ D.O.B _____ Gender: M / F

Name of setting currently attending, Pre-School/Nursery: _____

Ethnic Group: White British/White European/Black British/Other please specify _____

Religion: CofE/Methodist/RC/Muslim/No Religion/Other please specify _____

CONTACT DETAILS

HOME ADDRESS: _____

POSTCODE: _____

HOME TEL: _____ EMAIL: _____

MOTHERS NAME: _____

Does this parent have parental responsibility?

Yes / NO (If yes provide contact details below)

Mobile Number: _____

Place of Work: _____

Work Number: _____

Address if different from above: _____

FATHERS NAME: _____

Does this parent have parental responsibility?

Yes / NO (If yes provide contact details below)

Mobile Number: _____

Place of Work: _____

Work Number: _____

Address if different from above: _____

Do you have any other children currently attending Elmsleigh Infant and nursery School

Name: _____ Age: _____ Name: _____ Age: _____

Name: _____ Age: _____ Name: _____ Age: _____

MEDICAL INFORMATION

Medical needs: e.g. asthma/eczema/
allergies/medication**Hearing:** OK/ Grommets***Eyesight:** OK / Wears Glasses*

*Please delete as appropriate.

Please specify below if your child has any additional needs/disabilities:

e.g. Speech and Language/Autism _____

Outside agencies working with you or your child: e.g. Paediatrician, Social Worker, Children's Centre

Session Preference: MORNING SESSION / AFTERNOON SESSION / ALL DAY*

Please note that this does not guarantee your child will be placed in this session. We will try to accommodate all requests, however, due to limited spaces in each session this is not always possible.

*Please visit <https://www.gov.uk/30-hours-free-childcare> for more information. Please ensure to complete Form B

OFFICE USE ONLY

DATE RECEIVED: _____ ACADEMIC YEAR FOR CHILD: _____

OFFER OF PLACE SENT: PLACE CONFIRMED: BIRTH CERTIFICATE SEEN:



CONFIDENTIAL

Registration and Contract for 30 hours Extended Hours Provision (Term Time Only)

This form will be retained by the provider School and a copy will be given to the parent.

Child's Details:

Forename/s:	
Surname:	
Date of Birth:	
Name of Parent/Carer	

Child's Home Address/Contact Details:

House Number/Name	
Street	
Town	
County	
Postcode	
Email Address	
Home Telephone Number	
Mobile Telephone Number (for Parent)	

Terms and conditions: Extended Hours

- **The cost extended 15 hours - 5 days provision £63.60 per week**** (this payment is only due if you are not eligible for funding visit <https://www.gov.uk/30-hours-free-childcare> for more information)
- **The cost of lunch time cover top up** – this is in addition to extended hours and all parents are required to pay for this regardless of eligibility for funding – 5 days provision is £20** per week
- **All extended hours & top up fees are payable a term in advance and non-refundable** (as staffing will be in place we cannot refund fees for times when your child is ill or on holiday)
- **Failure to pay the extended hours (£63.60/£20 per week**) may result in your child losing their nursery place (subject to available spaces)**

- Payments must be made via Parent Pay which we will provide login details for.
- If you are entitled to 30 hours free funding, we will check your 30 hours free childcare code is authentic and ask that you periodically reconfirm your code online, which we then check in order for you to remain eligible. Please note it is your responsibility to ensure that the 30 hour code is up to date.
- **If you fail to reconfirm your 30 hour eligibility code in time, you will be expected to pay for your child's place. If you are unable to pay due to financial circumstance this may result in your child no longer being able to attend our nursery (subject to available spaces for 15 hours only)**

Terms and conditions: Dinner Money

- School Meals will be provided each day – cost of dinners is a separate payment and should be paid weekly on the first day of each week, typically Mondays. Dinners are £2.10 per day, weekly cost is £10:50. If your child is ill, the payment for that day/s will carry forward to the next week. On days when Nursery must close due to severe weather, payments will not be charged.

By signing this document you are agreeing to the Terms and conditions in this document prepared by Elmsleigh Infant & Nursery School and will abide by the conditions set out in the Extended Services Debt Policy.

Parents Name (please print)	
Parents Signature	
Date	

This form will be retained by the provider School and a copy will be given to the parent.

****Please be aware that all prices are not fixed and Elmsleigh Infant and Nursery School have the right to change our prices when necessary. We will provide you with at least one term's notice.**