



**3-and 4-Year-Olds Application for Nursery**

Name of child: .....

Preferred forename (if different from above): .....

Address: .....

Telephone: .....

Email address: .....

Child's date of birth: .....

Person/s responsible for payment:  
Name: .....

Relationship to child: .....

Address (if different from above): .....

Name: .....

Relationship to child: .....

Address (if different from above): .....

Proposed start date: .....

Please circle one of the statements below:

- a.** My child is 3 years old and I'd like to pay for sessions as I am not yet entitled to funding
- b.** I can confirm I am entitled to 15 hours funding or will be at the time of my child's start date
- c.** I can confirm I am entitled to 30 hours funding or will be at the time of my child's start date

An eligibility code for 30 hours funding can be obtained via <https://www.childcarechoices.gov.uk/how-apply-help-childcare-working-parents>

It is recommended that you apply for your code on the following dates:

<b>When does your child turn 3?</b>	<b>Best to apply for your code between</b>
1 <sup>st</sup> September - 31 <sup>st</sup> December	15 <sup>th</sup> October - 30 <sup>th</sup> November
1 <sup>st</sup> January - 31 <sup>st</sup> March	15 <sup>th</sup> January - 28 <sup>th</sup> February
1 <sup>st</sup> April - 31 <sup>st</sup> August	15 <sup>th</sup> June - 31 <sup>st</sup> July

This will avoid you having to reconfirm your code (required every 3 months) before your child begins nursery.

For more information regarding our nursery, please take a look at our website or click the following link:  
<https://www.garswoodprimary.co.uk/class/nursery>

Healthy snacks are provided at the cost of 60p per day. Please ask us about lunch options as the session does not include a meal.

**Please indicate your required childcare in the following table**

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning Wrap-Around Care 7.30am to 8.45am Term-time only	1 1/4 hour FEEE  Payment <b>£7.00</b>	1 1/4 hour FEEE  Payment <b>£7.00</b>	1 1/4 hour FEEE  Payment <b>£7.00</b>	1 1/4 hour FEEE  Payment <b>£7.00</b>	1 1/4 hour FEEE  Payment <b>£7.00</b>
Half Day (morning) 8.45am to 11.45am Term-time only	3 hour FEEE  Payment <b>£14.50</b>	3 hour FEEE  Payment <b>£14.50</b>	3 hour FEEE  Payment <b>£14.50</b>	3 hour FEEE  Payment <b>£14.50</b>	3 hour FEEE  Payment <b>£14.50</b>
Lunch Stop 11.45am to 12.15pm Term-time only	1/2 hour FEEE  Payment <b>£4.00</b>	1/2 hour FEEE  Payment <b>£4.00</b>	1/2 hour FEEE  Payment <b>£4.00</b>	1/2 hour FEEE  Payment <b>£4.00</b>	1/2 hour FEEE  Payment <b>£4.00</b>
Half Day (afternoon) 12.15pm to 3.15pm Term-time only	3 hour FEEE  Payment <b>£14.50</b>	3 hour FEEE  Payment <b>£14.50</b>	3 hour FEEE  Payment <b>£14.50</b>	3 hour FEEE  Payment <b>£14.50</b>	3 hour FEEE  Payment <b>£14.50</b>
Afternoon Wrap-around Care 3.15pm – 5.30pm Term-time only	1 1/4 hour FEEE Payment <b>£7.50 until 4.30pm</b>  2 1/4 hour FEEE Payment <b>£9.00 until 5.30 pm</b>	1 1/4 hour FEEE Payment <b>£7.50 until 4.30pm</b>  2 1/4 hour FEEE Payment <b>£9.00 until 5.30 pm</b>	1 1/4 hour FEEE Payment <b>£7.50 until 4.30pm</b>  2 1/4 hour FEEE Payment <b>£9.00 until 5.30 pm</b>	1 1/4 hour FEEE Payment <b>£7.50 until 4.30pm</b>  2 1/4 hour FEEE Payment <b>£9.00 until 5.30 pm</b>	1 1/4 hour FEEE Payment <b>£7.50 until 4.30pm</b>  2 1/4 hour FEEE Payment <b>£9.00 until 5.30 pm</b>

**Please note, any adjustments to hours must be requested in writing a term in advance. However, we cannot guarantee a requested change will be accommodated.**

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Please tick if your child has a sibling who will be attending the school at the time of admission to the nursery.

Name of sibling.....

☐

Please tick if your child is in the care of, or previously been in the care, of a Local Authority, or being provided with accommodation by a Local Authority under Section 22(1) of the Children Act 1989. Children previously in public care are those immediately moved on from that status after being subject to an adoption, residence or special guardianship order.

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Please tick if your child has a Statement of Special Educational Needs or EHCP.

If more applications are received than the number of places available at the nursery, the Governing Body will use the following criteria, in order of priority, for deciding how places will be allocated.

1. Looked After Children or previously Looked After Children
2. Sibling attending the school
3. The distance from home to Nursery

### **TIE-BREAK**

In the event of any oversubscription in the number of applications made under any of the categories above, the Governing Body will offer places firstly to children aged 3 before 1<sup>st</sup> September, then children aged 3 before 1<sup>st</sup> January and children aged 3 before 1<sup>st</sup> April whose family home is nearest to the school. The measurement shall be done in a straight line using a Geographical Information System (GIS)

Applications received after the closing date will be allocated on a first-come, first-served basis only if places are still available. If the nursery is full, the child's name will be added to the waiting list which will be held in order of the criteria detailed above.

If we are unable to offer your preferred day/time, you may be contacted and offered an alternative. A response will be required within 24 hours before the alternative will be withdrawn in order that it can be offered to the next eligible applicant.

### **Closing Dates**

**IT IS IMPORTANT THAT THIS APPLICATION FORM IS SUBMITTED BY THE RELEVANT CLOSING DATE:**

30<sup>th</sup> April for September admission (i.e. child is 3 before 1<sup>st</sup> September)

17<sup>th</sup> October for January admission (i.e. child is 3 before 1<sup>st</sup> January)

31<sup>st</sup> January for April admission (i.e. child is 3 before 1<sup>st</sup> April)

**Please use the box below to add anything further that you wish to inform us of at this stage. For example, languages spoken, special educational needs and disabilities.**

Signed .....(Parent/Carer)

Date: .....