

Nursery Admissions Form

Tel: 01704 508500



Email: office@churchtown.org.uk

Important Information – General Data Protection Regulation (GDPR) 2018 I understand that I am legally obliged to provide all information requested on this page that are shaded. I consent to all other information provided being processed by Churchtown Primary School (CPS) for the purpose of Safeguarding, to secure funding and to administrate my child's placement at the setting. I understand that the information provided may be held securely on site for a period of 12 months from the date of my child leaving the school and that I may withdraw my consent at any time by informing the school in writing. Date: Surname of child Forename(s) of child: (as recorded on birth certificate) Address: Home phone number: Mobile number: Postcode: Work number: Email address: Date of Birth: Gender (please indicate) Please produce child's birth certificate but do not Male Female send original through post. Parent's Name: Has your child attended any other nursery previously YES/NO if yes see below Name of Nursery: Child's UPN: If child has older siblings attending our nursery or school or you have submitted an application form please give details: Name: Class: Date of Birth: Parent/Carer contact details. You MUST record the full name, date of birth and address of both parents and any other adults/carers who live with the child or who we may come into contact with during your child's time at Nursery School (e.g. parent's partner). Please tick the PR box to indicate who has Parental Responsibility (these will be the parents named on the child's birth certificate). Each individual listed needs to give consent for their information to be held by the school by signing the permission box. GDPR 2018 Parent/Carers Name DOB Address Live Tel No Nat Ins No Consent to with hold child information (Signature) 1 2 3 4

Does your child have any additional medical needs or Special Educational Needs and Disability? Yes / No If yes please give details and names of professional people caring for your child's needs:

We offer the funded 15 Hour Universal Offer and the funded 30 Hour Extended Offer, further information on entitlement at https://www.childcarechoices.gov.uk

Please complete either Option 1 (Universal Offer) or Option 2 (Extended Offer)

Option 1 - Availability of sessions for the Funded 15 Hour Universal Offer

There are 4 different options available, each providing you with 15 hours entitlement. Please indicate your choices by completing the order of preference box from 1 to 4 (1 is 1st choice, 2 is 2nd choice etc).

	Mon	Tues	Wed	Thurs	Fri	Order of preference
Option 1	AM	AM	AM	AM	AM	
5 AM sessions 8.30-11.30 am						
Option 2						
5 PM sessions						
12.30 - 3.30 pm	PM	PM	PM	PM	PM	
Option 3	AM	AM	AM			
2 ½ days Mon / Tues						
8.30 am - 3.30 pm Wednesday 8.30 -11.30am	PM	PM				
Option 4 2 ½ days				АМ	AM	
Wednesday						
12.30 - 3.30 pm Thurs / Fri 8.30 am –3.30 pm			PM	PM	PM	

If you choose the 2.5 day option, there will be a 1 hour lunch break from 11.30 am to 12.30 pm on the full days. Parents may collect their children for their lunch break or pay £5 per day for the 1 hour cover supervision. A school lunch is available at an additional cost of £2.15 per day or parents can provide a packed lunch. Parents on certain benefits may be entitled to free school meals and can apply by telephoning 0151 934 3456.

Cost of Additional Sessions

8.30 am to 11.30 am £15, 11.30 am to 12.30 pm £5, 12.30 pm to 3.30 pm £15

Please select below for Additional Paid Sessions

Option 2 - Availability of sessions for the Funded 30 Hour Extended Offer

30 hours extended entitlement, if eligible - Please complete the following table with preferred days/times that you would like your child to attend.

Tick four full days and one half day, if you require the extra half day at a cost of £20 you should enter £20 in the remaining box.

Please note that production and verification of your 11 digit eligibility code will be required before a 30 hour place can be offered.

Free Sessions	Mon	Tues	Wed	Thursday	Fri
AM - 8.30 - 11.30					
(3hrs)					
PM - 12.30 - 3.30					
(3hrs)					
All Day - 8.30 - 3.30					
(7hrs)					

11 digit eligibility code:

Families who are not eligible for extended entitlement of 30 hours free may be able to purchase extra sessions in addition to the 15 free hours, however this is based purely on availability once all 30 hour places have been taken. For further information, please contact the school office.

Additional Paid Sessions Tick in the boxes below the extra sessions you are interested in

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	Price	Monday	Tuesday	Wednesday	Thursday	Friday
Extra AM session						
8.30 – 11.30	£15					
Extra PM Session						
12.30 – 3.30	£15					
Extra Full Day						
8.30 – 3.30	£35					
Do you want your child to stay at lunchtime and have a lunch provided by school?						
Lunch Provision						
12.30 – 1.30	£5					
Lunch	£2.15					
Are you interested in Breakfast club or after school club – if so which days?						
Breakfast Club	£3.75					
After School Club	£10.00					

By making this application I fully understand that in accordance with current Government legislation, attendance at Churchtown Nursery does not guarantee admission to the school.

I understand that I have to apply separately for admission to Reception on the official Sefton Council admission to primary school form, available in September twelve months before my child is due to start school the following September.

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Signed:	Parent/Guardian	Date:
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Criteria for admissions

Criteria for admissions:

Children will be admitted to Nursery under the following criteria.

1st **priority**- Looked after children. This is a child who is in the care of the local authority.

2nd **priority**- Applicants who have a sibling already at Churchtown

3rd priority-Places will be offered on a first come first served basis for children turning 4 during the nursery academic year

4th priority – places will be offered to children following their third birthday, using the criteria above.

5th **priority** -Following the allocation of places as above and where we have further availability of sessions, parents will be offered to reserve a place for their child before their child's 15 hour universal offer begins on a termly basis or they may pay for sessions.

Reservations will not be taken for the summer term until children eligible to start in the spring term have been offered the facility to reserve a place. Forms may be submitted the September following the child's birth. Any forms received prior to this will be dated September.

Forms received after 15th January, prior to the child starting in the September will be classed as a <u>late</u> application.

Completion of this form is not a guarantee that your child will receive a place.