



Headteacher Mrs Nicky Hains
Downholland Haskayne CE Primary School Nursery Contract
Nursery Leader:- Mrs Joanne Gibson

Telephone: 0151 526 0614 e-mail: bursar@haskayne.lancs.sch.uk

Child's personal details:

Child's name:	Date of Birth:	Gender:
Home address:		Postcode:

	Parent/Carer 1	Parent/Carer 2
Full names:		
Relationship to child:		
Home address:		
Postcode:		
Home telephone:		
Work telephone:		
Mobile:		
Email:		
Parental/legal responsibility	Delete as appropriate Yes / No	Delete as appropriate Yes / No

Details of people authorised to collect child, other than parents, or who can be contacted in an emergency

	Contact 1	Contact 2	Contact 3
Full name:			
Relationship to child:			
Home address:			
Postcode:			
Home telephone:			
Work telephone:			
Mobile:			
Email:			

A password is also required: Password.....

We require that adults over the age of 18 must collect children. If you require somebody under the age of eighteen to collect your child you MUST discuss this with the school in person prior to the collection. The school will use their discretion as to whether the welfare of the child may be put at risk.

Arrangements in the case of sickness and/or any emergency:

Our nursery does not accept children who are unwell and we expect parents/carers to inform us on the day (or sooner) if their child will not be attending. If a child becomes unwell during their stay with us we contact the parent/carer at the earliest opportunity.

Fees at Downholland Haskayne School Nursery

The cost of each session will be: £15 per session
Lunchtime £5 (if an additional hour above entitlement)
School meals £2.10

From the term after your child's third birthday, he or she can have up to 15 hours a week of funded early years childcare and education. This is called the Funded Early Years Education and it is paid for by the government. You may be able to get **30 hours a week** of funded early education.

From the term after your child turns two, you might be able to claim 15 hours a week funded childcare (up to a maximum of 570 hours per year). This is called Funded Early Education and it is paid for by the Government.

We cannot provide any funded places until a Parental Agreement has been signed and any 30 hour or 2 year old funded codes have been validated.

Fees are to be paid weekly preferably through BACS although we do accept cash.

A child's continued place in Downholland Haskayne School Nursery is dependent on continued payment of fees. If arrears occur we may no longer be able to provide a place for your child.

Registration (*name of child*)

Session:	Mon	Tues	Wed	Thurs	Fri
Morning					
Lunchtime					
School meal required					
Afternoon					

Cost for the week will be:

Signed:Parent/carer

Date :

Signed:Nursery Leader

Date :

Please note that:

Downholland Haskayne School reserves the right to amend the terms/conditions at any time.

- It is our policy that everyone who attends, works in or visits Downholland Haskayne CofE Primary School has the right to enjoy the service we provide and all who attend our provision are expected to conduct themselves in a manner that is mindful of the presence of children.
- In the event of a compliment, concern or complaint Downholland Haskayne School welcomes discussion with parents/carers about the service they and their child can expect from us. Please speak to Mrs Gibson and or The Headteacher Mrs Nicky Hains and/or read the complaints policy and procedure.

Agreement between parent(s)/carer(s) and Downholland Haskayne School Nursery:

I understand that by completing and signing this contract and registration form

- I agree to meet the terms and conditions of Downholland Haskayne School Nursery
- I agree to pay the fees each week
- I will inform the provision of any changes in circumstances relating to the above or anything that may affect my child.
- I agree to collect/make arrangements for my child to be collected from the nursery immediately if I am informed that he/she is unwell.
- I agree not to send my child to nursery if he/she is unwell.

Name of parent/carer 1:.....

Signature of parent/carerDate:.....

Name of parent/carer 2

Signature of parent/carer.....Date:.....

Signature of Nursery Leader

..... Date.....

Personal information contained in this contract and registration form is kept in line with GDPR.