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| **The Staffordshire Schools Multi Academy Trust Nursery Admissions**  We hope to offer you a warm welcome to one of our Nurseries.    Children attend our nurseries in the school year in which they have their fourth birthday. The majority of children will start in the September after they have turned three.    All our nursery places are offered for either five morning or five afternoon sessions, or full days per week during term time. Fees are available on request.  Our morning and afternoon sessions are in line with the government’s offer of 30 free hours of nursery education per week for 3 and 4 year olds. We do offer a longer session, which will include lunch (fee payable), or if you wish we are able to offer the full school day (fee payable for lunch and the additional hour)     * Morning sessions: 8.30 - 11.30am * Afternoon sessions: 12.30 - 3.30pm * Full day: 8.30 – 3.30pm * 30 free hours long session: 8.30 – 2.30pm. A fee is payable for lunch * 30 free hours + 1 session: 8.30 – 3.30pm. A fee is payable for lunch and the additional hour     Please do make an appointment to have a tour of the school.    **Application**  If you wish to apply for a place at one of our nurseries, please fill in an application form after your child has turned two years old. A form can be picked up at the main school offices or downloaded from the Trust website.    Please return the application to the main school office with a current proof of address.    Applications will be processed in April in the calendar year that the child is due to start nursery. Parents will be informed in May if their child has a September place. If nursery places are oversubscribed, the admissions criteria will be applied. Once you have been offered a place, you need to come to the main school office with proof of your child’s age (passport or birth certificate) and most recent proof of address (utility bill). You will be invited to a New Parent meeting, and given one of our New Parent packs.    Criteria for admission:   * Children assessed by the local authority as being in need according to the terms of the Children Act. * Children who have a sibling attending the school * Priority is then given on a geographical basis.   Offers are made from May onwards in the academic year your child would be eligible to start nursery school.  To find out if you are eligible for 15 or 30 hours free childcare go to <https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds> To access the code you will need to provide the school with to start your 30 free hours go to <https://childcare-support.tax.service.gov.uk/par/app/trialmessage> and create a Government Gateway account if you don’t already have one. |

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| NURSERY APPLICATION FORM  Admission to Nursery in September    The Staffordshire Schools Multi Academy Trust  Crawley Lane, Kings Bromley, Burton on Trent, DE13 7JE  01543 472 245 [office@tssmat.staffs.sch.uk](mailto:office@tssmat.staffs.sch.uk) |  |

The information contained on this form will be placed on our electronic records and held in keeping with the terms of the General Data Protection Regulations 2018

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|  |  | For Office Use Only |  |  |
| Date of Admission | Proof of Address | Birth Certificate / Passport | UPN No | AM/PM |
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| Please enter the School Nursery you wish to apply to: | |
| Richard Crosse C of E Primary □  Crawley Lane  Kings Bromley  Burton on Trent  DE13 7JP | St Mary’s C of E Primary □  Bellamour Way  Colton  Rugeley  WS15 3LN |

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| Please enter your child’s details: |  |
| Surname/ Family Name: | Child’s Name: |
| DD MM YYYY  Date of Birth: | Male: Female: |
| Country of Birth/Nationality |

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| To be completed by the child's parent(s), legal guardian(s) or carer(s) | |
| Guardian 1 Full Name: | Guardian 2 Full Name: |
| Address: \* | Address: \* |
| Postcode: | Postcode: |
| HomeTel No: | HomeTel No: |
| Work Tel No: | Work Tel No: |
| Mobile No: | Mobile No: |
| Email Address: | Email Address: |
| Relationship to Child: | Relationship to Child: |
| Date you moved to this address: | Date you moved to this address: |

\*The address above must be the address where the child normally lives and with the adult who has parental responsibility.

A current proof of address, for example, a recent Electric, Gas, or Council Tax Bill, must be submitted with this application. Parents should note that child-minders’ addresses, including private arrangements with family members will not be taken into consideration. In the event of your child being offered a place further proof of address will be required.

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| Session Preference: | Morning 8:30 – 11:30 am |  | Afternoon 12.30 – 3:30 pm |  |
| Full Day 8.30 – 3.30 pm |  | 30 Free Hours long 8.30 – 2.30 pm[[1]](#footnote-1) |  |
| 30 Free Hours + 1. 8.30 – 3.30 pm [[2]](#footnote-2) |  |  |  |

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| Previous Childcare/Nursery Information |
| Name of present/previous childcare/nursery: |
| Address/Tel No. |
| If your child is not attending a nursery setting, please give the date your child last attended if applicable: |

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| Special Needs Information |  |  |  |
| Stage Category | | |  |
| Services | | |  |
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| Family Information ( Please list your children with the oldest first ) | | |  |

Name Date of Birth Gender Current School/Nursery



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| Service Child: \* | Yes | No | \* Please indicate whether anyone with parental responsibility for your child is a member of the Armed Forces. |

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| Ethnic Group | | |
| Please tick only one which best describes your child’s Ethnic Group | | |
| White: British | White & Black Caribbean | Black Caribbean |
| Irish | White & Black African | Black African |
| Traveller of Irish Heritage | White & Asian | Indian |
| Gypsy/Roma | Chinese | Pakistani |
| Other (Please Specify) | | Bangladeshi |
| Prefer not to say |

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| Language Spoken At Home | |  |  | |
| Please tick only one which best describes your child’s First Language | | | | |
| Albanian | French | | | Hindi |
| Arabic | Gaelic (Irish) | | | Italian |
| Bengali | Gaelic (Scottish) | | | Polish |
| British Sign Language | German | | | Portuguese |
| Chinese | Gujarati | | | Spanish |
| English | Hebrew | | | Welsh |
| Other (Please specify) | | | | |

Please tell us any other language/s spoken at home



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| Religion | |  |  | |
| Please tick only one box which best describes your child’s Religion | | | | |
| Baptist | Hindu | | | Roman Catholic |
| Buddhist | Islam | | | Sikh |
| Christian | Jehovah’s Witness | | | Seventh Day Adventist |
| Christian CE | Methodist | | | No Religion |
| Other Christian | Muslim | | | Prefer not to say |
| Greek Orthodox | Russian Orthodox | | |  |
| Jewish | Pentecostal | | |  |

Any Other (Please Specify)



1. Fee payable for lunch [↑](#footnote-ref-1)
2. Fee payable for additional hours and lunch [↑](#footnote-ref-2)