



## ENROLMENT FORM

We have a legal obligation to collect and process this information in accordance with The Early Years Foundation Stage (Welfare Requirements) Regulations 2012. We have a legitimate interest in collecting this data as it is needed in order to place your child on our enrolment register and to be used for funding purposes and home visits.

- A £50.00 deposit is required to secure a place but please do not send this until you have received our 'Offer of a Place' letter and contract. Once your child starts, this will be deducted from your first invoice. It will not, however, be refunded should you decide not to take up your child's place.
- An administration fee of £30.00 is required which will be included on your first invoice.
- Please stipulate below whether your child is entitled to government funding as these costs will not apply.

Basic Details (please print)															
Child's name:															
Date of birth:												Gender:			
Name of person filling out this form:												Date:			
Signature of person filling out this form:												Relationship to child:			
Address where the child mostly resides, including post code:															
Preferred contact number:								Email address:							
Any additional or medical needs identified by a health professional:															
<b>Two-year-old funded 15 hours reference number</b>								<b>Three-year-old 30 hours only reference number</b>							
Please apply to <a href="http://www.childcarechoices.gov.uk">www.childcarechoices.gov.uk</a> if you think you may meet the criteria for 'Two year old' or '30 hour' funding. We MUST have this reference number to claim your entitlement. If eligible, your entitlement is granted the term AFTER your child turns two for the Two-year-old funded 15 hours. If eligible, your entitlement is granted the term AFTER your child turns three for the 30 hour funded hours. All children are entitled to funded 15 hours the term AFTER they turn three years old. You do not have to take your full entitlement and you can choose to split your entitlement between us and another setting.															
PLEASE INDICATE BELOW YOUR PREFERENCES FOR SESSIONS															
I would like my child to start (please enter date):.....															
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY										
Mornings 8.50am-11.50am															
Afternoons 12 noon to 3.00pm															
<b>Any queries, please contact Sam Careford - Business Manager on 07792-612585                      Thank you – Jacqui Thorp BA (hons) – Pre-school Leader &amp; Manager</b>															

