

NURSERY APPLICATION

Tel: **01268 735329**

Thank you for your interest in our Nursery.

Please complete this form and return it to the school office, together with a copy of your child's birth certificate and proof of residence (eg recent utility bill). We will not be able to consider your child for a place without receiving this documentation.

We will contact you if and when we are able to offer your child a place.

Please note that although a place in the reception class is not guaranteed, most children attending our nursery will continue their education at Runwell Primary School.

Child's surname	Child's date of birth
Child's first name(s)	Child's gender M / F
Name of parent / carer Address (including postcode)	Relationship to pupil
	Parental responsibility YES / NO
	Home phone Mobile Work phone
	Email
Looked after child (in the care of the local authority)? Y / N	Preferred sessions
Does the child have an Education, Health and Care (EHC) Plan Y / N	[] 5 mornings 8.30 – 11.30 am
Please list any brothers / sisters already attending Runwell Community Primary School	[] 5 afternoons 12.30 – 3.30 pm
	[] 5 full days
We will try to accommodate your preference, but please note that we are unable to offer a mixture of mornings and afternoons. Please speak to us if you have any questions about session availability.	

Funding	
You are entitled to up to 15 hours free of charge in one or two settings from the term after your child's third birthday. Some families will be entitled to 30 hours. Please detail the proportion of free entitlement hours and the proportion that you will be funding yourself (if applicable).	
Total free hours requested	Total paid hours requested
Do you wish to split your child's funding between more than one nursery or childminder? YES / NO	

<p>Runwell Community Primary School fully complies with information legislation.</p> <p>For full details on how we use your personal information please visit www.runwellprimary.co.uk to view our privacy notice or call 01268 735329 if you are unable to access the internet. If you require this in a different format or language please contact us.</p> <p>Thank you for your cooperation and support. Please remember to keep us informed of any changes to this information.</p>	
Signature of parent / carer	Date

For office use only	
[] Birth certificate	[] Proof of residence
Signature of member of staff	Date