



St Mary's Nursery Application Form

In order to be considered in the initial allocation of Nursery places this form should be returned to school by the following dates:

- September Intake – 31st May
 - January Intake – 31st October
 - April Intake – 31st January
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- Please note that completing this form does not guarantee a place.
 - Please read the Nursery Admissions policy before completing this form.
 - Please fill in the form in block capitals and sign it.
 - If you believe you meet the criteria for 30 hours free entitlement for 3-4 year old children, you must obtain an 11 digit eligibility code from HMRC – see www.surreycc.gov.uk for details of how to apply. **We need this code before we can offer a 30 hour place in the Nursery.**
 - You will be notified by the school if your child has been allocated a place after the closing date.
 - You will need to accept your place within two weeks of the offer being made. Unconfirmed places after this date will be released to those on the waiting list.
 - Please contact the school if you have any queries concerning completion of this form.

Child's Surname:	
Child's Forenames:	Age:
Gender:	Date of Birth:

Name of Parent/Carer:	Title
Relationship to Child:	
Home Address: (This must be the child's normal place of residence)	
Post Code:	
Email Address:	
Telephone Numbers: Home:	Mobile:



Application.

Please tick ALL criteria that applies to your application.

Looked after and previously looked after children (if the child is already in public care of a local authority or has previously been in care, please state which local authority and provide evidence with your form)		
A Child who has a social or medical need for a place at the Nursery E.g: does your child have any special education needs, special social needs or a disability? Are they supported by Social Services, a Speech Therapist, Educational Psychologist, Portage or Child and Family Guidance? An application under this criterion will not be considered unless independent evidence is provided. Please provide relevant documentation and further details with this form.		
A Child who has a sibling attending or expecting to attend St Mary's Primary School at the time of admission. Please provide name(s) and date(s) of birth of siblings and year group(s) expected to be in in September.	Name	Year Group
A Child who resides in the catchment area of St Mary's Primary School		
A Child who will turn 4 years old between 1 September to 31st August		
Additional Information:		



Nursery Sessions

St Mary's Nursery offer the following sessions:

All sessions will be eligible for FEE/Extended Entitlement** funding

These are TERM TIME only and the Nursery will be closed during INSET days and School Holidays.

Additional sessions (subject to availability) will be charged per 3 hour session and will need to be paid a term in advance.

Parent/carer National Insurance Number		30 Hours eligibility code (11 digits)
The following are the options for Nursery sessions FEE/FEE+15 plus fee paying additional hours		Please choose your preference by stating 1st, 2nd, 3rd and 4th.
*Option1: Monday and Tuesday for 6 hours and Wednesday morning for 3 hours. Totalling 15 free hours per week.		
*Option 2: Wednesday afternoon for 3 hours and Thursday and Friday for 6 hours. Totalling 15 free hours per week.		
Option 3: Monday to Friday, all 30 hours free due to eligibility for 30 hours free entitlement (subject to availability) Eligibility code shown above.		
Option 4: Monday to Friday but not eligible for 30 hours. 15 hours funded and 15 hours fee paying, subject to availability.		
All places will be allocated in accordance with the Nursery Admissions Policy. Note: Preferences cannot be guaranteed as sessions are allocated subject to availability which may result in your child being offered a place at either one of the session options outlined.		

Additional information needed for children claiming 30 hours free childcare

The Government has currently indicated eligible families are those where both parents are working, or the sole parent is working in a lone parent family, and each is earning on average a weekly minimum wage equivalent to 16 hours at National Minimum or Living wage, (i.e. equating to about £5,500 per annum) and less than £100,000 per year. Additional information can be found on the Surrey County Council website.



St Mary's C of E Primary School

'Learning for Life'

<https://www.surreycc.gov.uk/people-and-community/family-information-service/choosing-childcare-for-children-and-young-people/paying-for-childcare/30-hours-free-childcare-for-working-parents>.

All children who receive the extended free entitlement provision at St Mary's Nursery for 30 hours per week are allocated a core offer of 15 hours which will be reverted to in the event of a child's eligibility for this entitlement ending. At this point in time parents will either have the option to directly fund the additional 15 hours per week themselves (refer to the Terms and Conditions document) or reduce their child's nursery provision to the core offer of 15 hours.

Note: Core offer session days will be discussed and agreed at the time any change needs to be made.

Parent/Carer Declaration and signature of Parent/Carer:

- I wish to apply for a place at St Mary's School Nursery and I have indicated the criterion under which I am applying for that place.
- I certify that I am the person with parental responsibility for the child named in Section 1 and that the information given is true to the best of my knowledge and belief.
- I understand that if I give any false or deliberately misleading information on this form and/or supporting documents, or withhold any relevant information, this may lead to the withdrawal of an offer of a nursery school place for my child.
- I understand that the school reserves the right to amend its provision of nursery.

Signature of Parent/Carer

Date

Definitions:

FEE – Free Early Education – universal entitlement of 15 hours per week for all three and four year olds.
Extended Entitlement /30 hours – offer of an additional 15 hours per week (in addition to the universal offer of 15 hours per week) for eligible three and four year olds.

Please complete and return to:

**St Mary's School Nursery
Hart Road
Byfleet
Surrey
KT14 7NJ**