

Bewbush Community Nursery CIC



Application Form "Preschool"

Please fill out all sections below, using a separate form for each child. Completion of this form does not guarantee a place within the Nursery on the days & times requested.

| | | | | | | | | | | | |
|------------------------------|--|--|--|----------|----------------------|----------|--------------------|--|---------------|---------------|--|
| Title | Mr/Mrs/Ms/Miss (delete as appropriate) | | | | | | | | | | |
| Parent's/Carer's Name | | | | | | | | | | | |
| Address | | | | | | | | | | | |
| Postcode | | | | | | | | | | | |
| Home phone number | | | | | Mobile number | 0 | 7 | | | | |
| Email Address | | | | | | | | | | | |
| Child's full name | | | | | | | | | | | |
| D.O.B | | | | 2 | 0 | | Child's Age | | Gender | Male / Female | |

- Your child has a Free Entitlement to 15 hours a week funding from West Sussex County Council, the term **after** their 3rd birthday.
- 3 and 4 year old children may be eligible to claim the Extended FE. If eligible, we will need your 30 hours eligibility code before the cut off date to offer you sessions the following term. (Offered as 22 hours a week, all year round).
- You will need to pay for any additional sessions over the 15 / 22 hours, one month in advance.
- Please make sure you read the information overleaf for conditions of the Free Entitlement.
- A lunch cost is incurred if using 11:00am to 1:00pm as a funded session, and a cost for tea if using 4:00pm to 5:00pm as a funded session
- 11:00am to 1:00pm, 4:00pm to 5:00pm and 5:00 to 6:00pm are add ons to mornings or afternoons and not available as lone sessions
- £30 Registration Fee is payable to secure your Child's place
- Registration Visit is offered based on the sessions requested on this form. Requests for changes to these sessions made prior to start date may result in your start date being delayed or cancelled if we cannot accommodate the changes.

| | | | |
|---|--|---|--------------|
| I am eligible for 30hrs Extended Funding | | I am not eligible for 30hrs Extended Funding | |
| If yes Eligibility Code | | Date I applied for the code | DD / MM / YY |

| Tick the sessions you would like | 8:00am – 11:00am | 11:00am – 1:00pm | 1:00pm – 4:00pm | 4:00pm- 5:00pm | 5:00pm- 6:00pm |
|--|-------------------|------------------|-----------------|----------------|----------------|
| Monday | | | | | |
| Tuesday | | | | | |
| Wednesday | | | | | |
| Thursday | | | | | |
| Friday | | | | | |
| Session includes | Breakfast 8 – 9am | Lunch | Snack | Tea | |
| Please state the date you would ideally like your child to start: | | | | DD / MM / YYYY | |

| | | | |
|------------------------------------|--|--------------|--|
| Parent's/Carer's Signature: | | Date: | |
|------------------------------------|--|--------------|--|

For Office Use Only:-

| Show Round Date/Time | Date Application Form received | Offer Letter Sent Date/Method | Registration Date/Time | Settling Visit Date/Time | Start Date | 30 Hours Funding Code Seen |
|------------------------|--------------------------------|-------------------------------|------------------------|--------------------------|-------------------|----------------------------|
| | | | | | | |
| Place Declined/Removed | Date/Reason | Leave Date/Reason | Additional Comments | | Date £30 Received | Birth Cert/Passport No. |
| | | | | | | |
| Contact Made | 1st | 2nd | 3rd | | | |



Free Entitlement

You can claim 15 hours Universal Free Entitlement, for 38 weeks of a year for your child, the **term after** their 3rd birthday

You may be eligible for Extended Free Entitlement (FE) for your child the **term after** their 3rd birthday. Details of how to apply www.childcare-support.tax.service.gov.uk (22 hours spread across the whole year & Limited places available)
Enter eligibility code on this form if eligible when your child starts Nursery.

Breakfast is served from 8am to 9am and is included in the session

Changes to funded sessions can only be made termly, in advance

Non attendance of funded sessions will result in your child's place being withdrawn

Non payment of meals in advance will result in funded sessions being altered Free Entitlement sessions of 8am to 11am or 1pm to 4pm

Unpaid debt will be passed to BFL Solutions Ltd debt collection agency

Proof of Extended Free Entitlement is required before allocating an Extended FE funded place.

You can choose your child's Universal Free Entitlement funded sessions from the Nursery's availability, 3 hours a session, over 5 days

If the 11am to 1pm or 4pm to 5pm session is being claimed as part of a funded session, there will be a charge of £2.90 for lunch, £1.80 for tea (Prices increase each Sept.)

Visit www.childcarechoices.gov.uk to find out what support you can access towards childcare costs