



Henley Pre-School Application Form



Child's Full Name:	
Date of Birth:	
Address:	Postcode:
Parent/Guardian Name(s):	1) 2)
Person(s) with Parental Responsibility:	Name: Relationship to Child: Address: Tel. No:
Person(s) with Parental Responsibility:	Name: Relationship to Child: Address: Tel. No:
Email Address: <small>(for pre-school correspondence only)</small>	Email: Do you have a printer? Yes / No <small>(Please circle)</small>
Emergency contact if parent/guardian not available:	Name: Relationship (e.g. grandparent): Address: Tel. No: (Home) (Work & Place of work) (Mobile)
Doctor's Name, Address & Tel. No:	
Vaccinations to date:	
Any other details we should know about your child or family circumstances, e.g. health concerns and development?	

Does your child have any food allergies or intolerances?	Yes / No <small>(Please circle)</small>	If yes, please state which foods:
Please confirm your child's first language:		
Please state ethnic origin of parents/child:		
Is your child entitled to 2 year funding? <small>(Please speak to the manager if you are unsure)</small>	Yes / No <small>(Please circle)</small>	
Do you use nursery vouchers to fund childcare?	Yes / No <small>(Please circle)</small>	If yes, please give details of current scheme:

We advise that a child under 3 initially attends at least 2 sessions per week. Children joining the term after their 3rd birthday may attend up to 15 hours per week with government funding, we recommend the hours are taken over 2.5 days and not spread over the whole week.

<p>We cannot guarantee which sessions can be offered, however, if you have any preferences on days/sessions please indicate your choices: We do early starts every day 08.30 <small>(AM : 9am to 12 noon, PM : 12 noon to 3 pm, ALL DAY : 9 am to 3 pm)</small></p>	<p>Monday : AM / PM / ALL DAY Tuesday : AM/ PM / ALL DAY Wednesday : AM / PM / ALL DAY Thursday : AM / PM / ALL DAY Friday : AM / PM / ALL DAY</p>
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We operate a waiting list. This is based on when the application was received, and according to staff ratios.

<p>We do not have a set intake and accept new starters throughout the year according to space and availability. Funded children must have their funding in place within the first two weeks at the term. Any funding codes must be given the term before they are used.</p>	<p>Please circle which term you would like your child to start from:</p> <p>Autumn....(Sept-Dec) Spring.....(Jan- Mar) Summer....(Apr-July)</p>
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In order to develop inclusive practice within our pre-school it may be necessary to seek advice from other professionals from time to time on how to adapt our practice to meet individual needs.
Please sign to acknowledge your agreement with this:

Signed: Date:

I understand that all fees must be paid in full by the date indicated on the invoice:

Signed:

Date:

Please return completed application form by post to:

Bridget Wyatt, Pre-School Manager, Henley Pre-School, Henley Community Centre, Church Meadows, Henley, Suffolk, IP6 0RP.

Or in person between the hours 9 am - 3 pm, Mon to Fri, term times only.

On receipt, your application will be processed and as soon as a place within pre-school becomes available you will be notified. Your Welcome Pack will be sent out detailing your child's induction date and details of sessions allocated via email.

For pre-school use only:

Date application sent out:

Date application returned:

Sessions offered:

Enrolment session:

Date enrolment pack sent out:

Date enrolment pack returned: