APPLICATION FOR ADMISSION TO ELM PRE-SCHOOL

We will need to see your child's original birth certificate and your proof of address before joining the pre-school.

Child's Details

First name		Last name	
Date of Birth	/ /	Boy ☐	Girl ☐
Home Address		Post Code	

(This must be the address where the child normally lives}

Is your child currently attending a pre-school/nursery (or recently left)? Yes ☐ No ☐ If yes, please provide details in the box	

Does your child have any Special Educational Needs (as identified by a relevant education professional)?	Yes ☐	No ☐
Does your child have a severe and long-term medical need?	Yes ☐	No ☐
Is there an Early Help Assessment open for the family?	Yes ☐	No ☐
If you have answered yes to any of the above you will be asked for further information.		

Children in Care/Subject to a Child Protection Plan – This includes all looked after children and children who were previously looked after, and now subject to an adoption, residence, or special guardianship order.

Is this child Looked After by a Local Authority? If yes, please complete below:			**Is this child subject to a Child Protection Plan (CPP)?**
Local Authority	Social Worker Name	Contact Number	Yes ☐ No ☐

Siblings:

Please give names and dates of birth of any siblings and where they attend school.	Name Date of Birth	School attended

Parent's/Carers' Details

Parent/Carer (1) Title (Please circle) Mr Mrs Miss Ms

First name		Last name	
(Mother/ Father/Other)		E-mail address	
Home Tel No		Mobile Tel no.	
Do you have Parental Responsibility for this child?		Yes / No **(delete as applicable)**	

Parent/Carer (2) Title (Please circle) ***Mr*** ***Mrs*** ***Miss*** ***Ms***

First name		Last name	
(Mother/ Father/Other)		E-mail address	
Home Tel No		Mobile Tel no.	
Do you have Parental Responsibility for this child?		Yes / No **(delete as applicable)**	

Sessions/Fees

We take children from the term after they have their 2nd birthday.

The pre-school is open during term-time and follows the same term-time dates as the main school.

- 1st & 2nd session ..... £15.00 per session.

Funding

All children are eligible for 15 funded hours per week from the term after they have their 3rd birthday; they could also be eligible for an additional 15 funded hours per week, depending on criteria.
Some 2yr olds are eligible for up to 30 funded hours per week depending on criteria.
To find out more about funded hours and other useful information please go to: Information for Parents.

Sessions

Please tick your preference:

Time	Session	Mon	Tue	Wed	Thu	Fri
8.45am-11.45am	1st session					
11.45am-2.45pm	2nd session					
Preferred start date						

Signature/Authorisation

- I certify that I am the person with Parental Responsibility for the child named on this form and that the information given is true to the best of my knowledge and belief.
- I understand that any false or misleading information given on this form and/or supporting information may render this application invalid or lead to an offer of a place being withdrawn.
- I will notify the Pre-School Lead at office@elm.cambs.sch.uk of any changes to the details on this form as soon as they occur, including any change of address, and understand that failure to do so may result in an offer of a place being withdrawn.
- I authorise Elm Pre-School to make checks as they deem necessary, including contacting current/previous settings for my child.

Parent/Carer Signature ..... Date .....

OFFICE USE ONLY	
Proof of Date of Birth type/date seen	
Full Legal Name of Child	
Child's Date of Birth	
Proof of Address – Date Seen	
Eligibility Code Working Parent if applicable	
Eligibility Code Funded 2 if applicable	