

## NURSERY BOOKING FORM FOR ACADEMIC YEAR 2021/22

Please tick one of the statements below and fill in the booking form where appropriate.

- My child is eligible for 15 free hours only (Please complete table 1)
- My child is eligible for 30 free hours of nursery care (Please complete page 2 overleaf)

**IF YOU REQUIRE BREAKFAST AND/OR AFTER SCHOOL CARE PLEASE COMPLETE THE SEPARATE EXTENDED SERVICES BOOKING FORM.**

**Table 1 – Booking for children eligible for free 15 hours of nursery care.** Please indicate your requirements by ticking the columns that apply.

	08:45 – 11:45 Nursery Session (Free)	11:45 – 13:00 Lunchtime Session (charged at £5.00)	13:00 – 15:30 Nursery Session (£10 per session) Please note afternoon spaces will be allocated to 30 hour eligible children first & 15 hour eligible children on a first come first served basis.
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

I understand that any provision booked in addition to the free 3 hours per morning (08:45 – 11:45) will be chargeable, as detailed above. I understand that I am booking these sessions for each week throughout the academic year. I will inform the school office in writing if I no longer require these sessions, and I understand that I am required to give 4 weeks' notice for invoicing purposes if I choose to cancel a place. Invoices will be raised half termly.

Name of child \_\_\_\_\_

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_

## **Booking for children eligible for 30 hours of free nursery care.**

Please indicate your requirements by ticking the columns that apply.

	08:45 – 11:45 Nursery Session (Free)	11:45 – 12:30 or 1pm if not staying for the afternoon session Lunch Club provision (£4/£5.00) per session)	12:30 – 15:30 Nursery Session (Free)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

I understand that any additional provision booked in addition to the free sessions will be chargeable, as detailed above. I understand that I am booking these sessions for each week throughout the academic year. I will inform the school office in writing if I no longer require these sessions and I understand that I am required to give 4 weeks' notice for invoicing purposes if I choose to cancel a place. Invoices will be raised half termly.

Your child can attend a maximum of two sites in a single day. If your child attends more than 1 setting please complete the table below by entering the total free entitlement hours attended per day. Please note that the school year runs for 38 weeks and full year provision is not available at St. Mary's.

Setting Name	Mon	Tues	Wed	Thurs	Fri	Total no. of hours per week	No. of weeks per year (eg. 38, 45, 51)
Eg. St. Mary's CE Primary School	3	6	6	6	3	24	38
Total Daily Free Hours Attended							

### **Additional details for children claiming 30 hours of free childcare**

Parent/Carer National Insurance Number: \_\_\_\_\_

30 hours eligibility code: \_\_\_\_\_

Parent declaration

I confirm that I have parental responsibility for this child and the information given is correct.

I understand that if I have given false information, any place offered may be withdrawn.

I agree to checks being carried out to verify accuracy and eligibility (in relation to 30 hours)

I understand I cannot change providers during term time without express permission of the provider(s) and the Local Authority. Contractual notice periods specified by the provider will be complied with, unless exceptional circumstances can be demonstrated.

I understand that I need to notify the nursery of any change in my circumstances which occur after I have completed this form (including change of address).

Full name of parent/carers signing the form (please print) \_\_\_\_\_

Name of child \_\_\_\_\_ Child's DOB \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_