

# Bampton Pre-School Playgroup Application Form

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Don't delay - return this form today!

We look forward to welcoming your child to Pre-School. Please complete and return this form to Pre-School so that we can process your application at the earliest opportunity. In the event of there being a waiting list, applications will be dealt with on a first-come-first-served basis, although children close to school age have to be given priority over those under 3.

## Your Child and Bampton Pre-School Playgroup

Full name of Child: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Primary daytime telephone number (for emergency use): \_\_\_\_\_

Proposed Date of Admission: \_\_\_\_\_

Age at Admission: \_\_\_\_\_

Pre-School is open Monday to Friday 8.55am-2.55pm. A lunch club is available between 11.55am and 12.25pm. Children can attend either morning sessions (8.55-11.25), afternoon sessions (12.25-2.55) or full days (8.55-2.55). Your child may also attend lunch club either before or after their session. If your child attends a morning and afternoon session on the same day s/he will automatically be given a lunch club place. (We strongly recommend that any child new to this type of setting attends at least two sessions per week to ease the settling-in period). Please circle the sessions required below:

Monday	AM	Lunch Club	PM
Tuesday	AM	Lunch Club	PM
Wednesday	AM	Lunch Club	PM
Thursday	AM	Lunch Club	PM
Friday	AM	Lunch Club	PM

## CARERS DETAILS

Name of mother/carer: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

Mobile Telephone Number: \_\_\_\_\_

Work Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of father/carer: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

Mobile Telephone Number: \_\_\_\_\_

Work Telephone Number: \_\_\_\_\_

## DECLARATIONS

We are a Pre-School that recognises children's specific needs, with regards to religion, culture, racial origin, sex or disabilities, providing equal opportunities to every child.

Fees (£2.60 per hour) are charged for all sessions attended not covered by Oxfordshire County Council funding. Children become eligible for funding from the County Council for up to 15 hours per week the term after their third birthday. This allocation can be split across multiple providers so long as the total does not exceed five sessions. For those parents liable for fees, you will receive an invoice at the beginning of each term for sessions to be attended. This must be paid upon receipt unless alternative arrangements are made with the Chair and Administrator. If you are experiencing financial hardship and receiving benefits you may be eligible to receive funding for up to 2 sessions per week for a child aged between 2 1/2 and 3. Please ask for details (all requests will be treated in the strictest confidence).

Any time absent will be charged at the standard rate - this applies to holidays and sickness. (Unless the duration of illness exceeds 2 weeks when special arrangements will be made or if circumstances are exceptional and agreement has been negotiated with the Management Committee).

**A deposit of £20 is payable at the time of application. This is fully refundable and will be refunded when your child starts pre-school, normally by a deduction from your first invoice.**

A blue folder containing Bampton Pre-School Playgroup's policies and procedures is always available in the reception area. It is your responsibility to read these, by entering your child at Pre-School you agree to abide by the policies and procedures detailed in the folder.

## PARENTAL AGREEMENT (please tick boxes)

- I/We hereby apply for admission of my/our child to Bampton Pre-School Playgroup.
- I/We agree to abide by the terms and conditions (attached)
- I/We agree to abide by all published policies and understand that these may be amended occasionally.
- I/We enclose a fully refundable deposit of £20.

Full name/s and signature/s of primary carer/parents:

\_\_\_\_\_

Date: \_\_\_\_\_

**Bampton Pre-School Playgroup, Bowling Green Close, Bampton, Oxfordshire, OX18 2NJ**  
**Telephone: 01993 852828 Registered Charity Number: 1059218**