Admissions Application

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Child *(full name)*** |  | **Date of Birth** |  |
| **Name(s) of Parents/Carers** |  |
| **Address** |  |
| **Town/Village** |  |
| **County** |  | **Postcode** |  |
|  |
| **Telephone Number** |  |
| **Mobile Number(s)** |  |
| **Email Address** |  |
|  |  |
| **Do you have a sibling who has attended Ardleigh Pre-School?** | **PAST** |  | **PRESENT** |  |
| How did you hear about us? |  |
| **I/We wish to apply to join from (date):** |  |
|  |  |
| **Which Services Would You Like?** |
| **Early Drop off Service** | Pre-School children can arrive early at pre-school prior to the official session opening time of 9.15am.This service is available at from 8.30am and Is chargeable at £4.00 for arrival between 8.30am & 9am, or £2 between 9am & 9.15am. Or uses 30 mins or 15 mins of funding. |
| **Morning Session** | The standard session starts at 9.15am and finishes at 12.15pm. The cost of the session is £18.00\* if your child is not government funded or uses 3 hours of funding. |
| **Lunch Club**  | If you are only coming for the morning but want to stay a bit longer your child can stay for the lunch club which runs from 12.15pm to 1pm. This is priced at £3.00 per day or uses 45 mins of the extended 30 hour funding. Please provide a healthy packed lunch for your child. (Please note Lunch Club is included if staying for the afternoon session). |
| **All-Day Sessions** | The All-Day session starts at 9.15am and finishes at 3.15pm. As your child is staying all-day the lunch club cost is included. The cost is £36.00 if your child is not government funded or uses 6 hours funding. \**Please note that the afternoon session on Monday, known as our Transition Session, is only available to children in the school year before they are due to start primary school.* |
| ***Please Tick Which Services You Would Like*** |
| **Time** | **Service** | **Cost** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **8.30am to 9am** | **Extra Early Drop Off** | **£4.00****(30mins)** |  |  |  |  |  |
| **9.00am** | **Early Drop Off** | **£2.00****(15mins)** |  |  |  |  |  |
| **9.15amto 12.15pm** | **Morning Session Only** | **£18.00\*(or 3hrs funded)** |  |  |  |  |  |
| **12.15 pmto 1pm** | **Lunch Club Only** | **£3.00****(45mins)** |  |  |  |  |  |
| **9.15amto 3.15pm** | **All-Day****(this includes Lunch Club)** | **£36.00\*(or 6hrs funded)** | **Transition Children Only** |  | ***not available*** |  |  |
| **3.15pm to 5.15pm** | **Late Pick Up** | **£8.00 ph****Chargeable in 30 min increments** | **Transition Children Only** |  | ***not available*** |  |  |
| **\*PLEASE CHECK DIRECTLY WITH THE PRE-SCHOOL FOR THE MOST UP TO DATE SESSION FEES AS THESE MAY HAVE BEEN SUBJECT TO AN INCREASE\*** |
| **Other Information: *(that you may feel relevant that we should know at this stage)*** |
|  |
|  |  |
| **Signature of Parent/Carer** |  |
|  |
|  |
| ***To be completed by Ardleigh Pre-School*** |
| ***Date Received*** |  | ***Added on To Waiting List*** |  |
| ***Contact Made*** |  | ***Date of First Session*** |  |
| ***Admissions Pack Sent*** |  | ***Admissions Paperwork Ret’d.*** |  |
| ***Any other Information:*** |

Please return this form to Ardleigh Pre-School or email to admissions@ardleighpreschool.co.uk
or send to Ardleigh Pre-School, c/o 146 Colchester Road, Lawford, Essex, CO11 2BP