



10.3 Application form to join

Little Fingers Pre-school, The Gospel Hall, Vernham Dean, Hampshire. SP11 0LD

Registered Charity Number: 1038252

Telephone: 01264 737735 Email: adminoffice.lfpreschool@btinternet.com

Our Admissions Policy is aimed to provide a fair system for all and we will try to accommodate your preferences. Although this is dependent upon the amount of applications received and the number of places available at the time.

Where applications for admission exceed the number of places available, children cannot be guaranteed a place, but it is most likely that one will be offered at some stage.

Our hourly rate is £6:00 (from January 2021). We recommend that initially children attend two sessions (*1 session is 2.5hrs*), subject to availability. This can be increased at your request.

Two year old funding is available for those who are eligible.

Child details

Date of birth	
Forename(s)	
Known as	
Surname	
Address	
	Postcode

Parent/Guardian (1)

Name	
Relationship to child	
Address	
	Postcode
Daytime/work number	
Home number	
Mobile number	
Email address	

Parent/Guardian (2)

Name	
Relationship to child	
Address (if different)	Postcode
Daytime/work number	
Home number	
Mobile number	
Email address	

Session request

Attendance preferences (please ✓)

	Monday	Tuesday	Wednesday	Thursday	Friday
AM					
PM					
Preferred start date					

All three and four year olds are currently entitled to 15 hours Free Entitlement funding per week, for 38 weeks per year. The nationally prescribed dates for determining eligibility are as given below:

- If your child's third birthday falls between 1st January and 31st March, funding will start in the Summer term (April).
- If your child's third birthday falls between 1st April and 31st August, funding will start in the Autumn term (September).
- If your child's third birthday falls between 1st September and 31st December, funding will start in the Spring term (January).

<i>The Government has increased the free childcare offer for three and four year olds from 15 to 30 hours a week, subject to eligibility.</i>	✓
Thinking about now and in the future, how many hours per week (up to the maximum 30 hours) do you think your child will use whilst at Little Fingers?	
15 hours or under	
16 - 20 hours	
21 - 25 hours	
26 - 30 hours	
Not eligible *	

**The Government has increased the free childcare offer for three and four year olds from 15 to 30 hours a week (from September 2017). To qualify for the full 30 hours of free childcare, each parent (or the sole parent in a single parent family) will need to earn, on average, the equivalent of 16 hours on the national minimum wage per week, (currently £111 per week for those aged 21 or over), and no more than £100,000 per year. A couple both working with an annual household income of £199,998 would be eligible if each, i.e. both parents earn just under £100,000. (In a couple if one parent earns over this threshold they are not eligible. In a couple if one parent earns less than the minimum equivalent of 16 hours on national minimum/ living wage they are not eligible). Self-employed parents and those on zero-hours contracts will be eligible if they meet the average earnings threshold as defined by Her Majesty's Revenue and Customs (HMRC).*

We also offer WRAPAROUND CHILDCARE sessions in the morning from 8:30am - 9:00am and in the afternoon from 3:30pm - 4:00pm. Please indicate your preferences. These sessions are non-funded and cost £3:00 each.

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	8:30am - 9:00am	8:30am - 9:00am	8:30am - 9:00am	8:30am - 9:00am	8:30am - 9:00am
PM	3:30pm - 4:00pm	3:30pm - 4:00pm	3:30pm - 4:00pm	3:30pm - 4:00pm	3:30pm - 4:00pm

This application places your child's name on our waiting list. We will contact you as soon as a suitable place becomes available. **Please note that completion of this form does not guarantee a place for your child.**

Once your child is offered a place and you accept it, you will be sent our Registration Form, where further personal information and family details are required for our records and the non-refundable registration fee of £50. It is at this point that we will also need to see your child's birth certificate or valid passport.

If you find that you no longer require the place, please inform us as soon as possible. Should you decide that you no longer require the place, we will not retain the details on this application form (see our Privacy Notice attached)

Signed (Parent/Guardian (1)) _____ Date _____

Signed (Parent/Guardian (2)) _____ Date _____

Please be advised that this Application Form and offer of a place is subject to our terms and conditions (available on our website and provided to you at the point of registration).

By signing this document, you acknowledge that you have read and understood and agree to our **Privacy Notice**.

OFFICE USE (March 2021)

Date received:

This policy was adopted by

Little Fingers Pre-school

On

March 2022

Date to be reviewed

Signed on behalf of the provider

Name of signatory

Carolyn Coleman

Role of signatory (e.g. chair, director or owner)

Chair