**Application Form for Costessey Primary School - Nursery Place**

*The information collected on this application form will be subject to the Data Protection Act 1998. We will hold it for use on processing your child’s admission. It may also be shared with the Department of Education, Norfolk County Council and the Travel and Transport Section. All information given will be held in the strictest confidence. Data will be held for up to 7 years after the pupil has left the school to conform with audit requirements.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Child’s First Name |  | | | | |
| Child’s Surname |  | | | | |
| Date of Birth |  | | | Male / Female (please circle) | |
| Current Pre-School/Nursery: |  | | | | |
| When would you like your child to start with us? | |  | | | |
| Does your child have an Education & Health Care Plan/ Statement of Special Educational Needs? | | | | | Yes/ No |
| Is your child adopted or in the care of a Local Authority? | | | | | Yes/ No |
| If yes, please give the name of the responsible Local Authority | | |  | | |
| Are either of the parents employed by Evolution Academy Trust? | | | | | Yes/ No |
| If yes, please specify which school | | |  | | |
| Name of Parents/ Carers |  | | | | |
| Relationship to Child: | | | UK Service Personnel Yes/ No | | |
| Email Address: | | | Phone number: | | |
| Child’s Address:  Postcode: | | | | | |
| Parent’s Address *(if different to Child’s)*  Postcode: | | | | | |

I state that the information provided on this form is correct. I understand that if false information is provided any offer of school places will be withdrawn and the application will need to be reconsidered. I confirm that I will notify the school if my child’s home address/ details change.

Parent/ Carer Signature: …………………………………………………… Date:…………………………

**Costessey Primary School - Nursery Session Requirements**

The Costessey Primary School Nursery is open during Term Time. The funded hours can be claimed during the morning and afternoon nursery sessions. On the days chosen, you can also use breakfast and after school club but these will be charged at a cost to the parent. Once a space has been allocated, you will have the flexibility to Breakfast and After-School club sessions each week but for the purpose of admission please indicate which sessions you are likely to use each week.

Please mark the required sessions below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Breakfast Club  7.30am-8.45am  *Charged at £4.00* | Morning Nursery Session  8.45am – 11.45pm  *Funded Hours can be used or charged at £15 per session* | Afternoon Nursery Session  11.45 - 2.45pm  *Funded Hours can be used or charged at £15 per session* | Wrap-Around Care  2.45pm – 6.00pm  *Charged at £12.00* |
| Monday |  |  |  |  |
| Tuesday |  |  |  |  |
| Wednesday |  |  |  |  |
| Thursday |  |  |  |  |
| Friday |  |  |  |  |

**We shall do our best to accommodate the sessions that you require.**

**Please see the Admission Policy for information about how places are allocated.**

**Please return to: Costessey Primary School and Nursery Office or email to** [**nursery@costesseyprimary.org.uk**](mailto:nursery@costesseyprimary.org.uk)