

# APPLICATION FORM FOR ADMISSION TO A NURSERY CLASS ATTACHED TO A PRIMARY SCHOOL



PLEASE PRINT IN CAPITAL LETTERS

Child's surname:	First name/s:	
Date of Birth: <i>(You will need to provide a copy of the birth certificate)</i>	Male/Female:	
Is he/she a 'Looked After' child? <i>(in foster care or on a care order – Please attach evidence)</i>	Yes/No	Siblings in school: Yes/No
		Name/s of siblings:
Parent/Carer's Surname:	Forename:	Mr/Mrs/Miss/Ms <i>(Please delete as appropriate)</i>
Full address: ..... .....		
Postcode:	Telephone number:	
Email address:		

**NB: Admission to Nursery Class does not guarantee a full-time place in the school to which the nursery is attached. A separate application for a full time place in a school must be made.**

**Your child can stay in a school nursery class until the September following their 4<sup>th</sup> birthday, when a reception class place in a school will be offered.**

Please name any other pre-school or special school nursery which your child is/will be attending: ..... Number of sessions: .....

**All children are entitled to part term early education from the beginning of the term following their 3<sup>rd</sup> birthday. They are entitled to 15 hours a week free early education for 38 weeks a year.**

Either contact your local primary school or the Family Information Service (on 0345 608 0033) for details on voluntary and private providers of part time early education.

**It is important that you make a further application for your child to attend school on a full-time basis.**

Please read the 'Schools in Suffolk' booklet relating to the school year in which your child is due to start school on a full-time basis. The closing date for applications will be confirmed in that booklet. Copies are available from all primary schools and the three Area Offices.

If you are unsure of which area your preferred school is in, please ask at the school concerned or telephone 0845 600 0981.

## Nursery Session Preference Sheet

Any child starting a school nursery in the first term after they have turned three is entitled to 15 hours of free education. Our delivery is offered in 3 hour slots. As a maximum, your child can have five 3 hour sessions with us, unless you are entitled to 30 hours free childcare (see above). Whilst we aim to meet every parent/carer's needs, this is not always possible. If you are not eligible for 30 hours, in the weekly session slots below please label, in order, your preferred slots from 1-7. If we are not able to give you all of your preferred slots 1-5, we will use preferences 6 and 7 to complete your allocation. The comments box is also there to indicate any work restrictions on certain days or if you are not in employment and very flexible etc. This will give us the best chance to meet everyone's needs.

If you would like your child to attend for a full day (e.g. Monday AM and PM sessions) we are pleased to offer a 'Lunch Club'. Your child will be supervised to eat their own packed lunch brought in from home or a school lunch (this needs to be booked by 9am on the day of the lunch). This will be 30 minutes for lunch and then 20 minutes play whilst we set up for the PM session. The charge for lunch club is £2.50 to cover the cost of the MDSA supervision, although this may be subject to change depending on demand. There is an additional charge for lunch of £2.00 however we strongly encourage all pupils to have a lunch as it provides a seamless transition into reception where all pupils are expected to eat a school dinner. All meals are nutritious, balanced and made from locally sourced, fresh ingredients.

Please indicate which sessions you would like your child to attend.

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning Session 8.30am – 11.30am					
Lunchtime (fees apply)					
Afternoon Session 12.20pm – 3.20pm					

Additional comments:

Please return your completed form to [office@thelimesacademy.org](mailto:office@thelimesacademy.org) or The Limes Primary Academy, Lime Avenue, Oulton, Lowestoft, Suffolk, NR32 3BQ

### **Are you entitled to 30 hours childcare?**

You can usually get 30 hours free childcare if you (and your partner, if you have one) are:

- in work - or getting parental leave, sick leave or annual leave
- each earning at least the [National Minimum Wage or Living Wage](#) for 16 hours a week - this is £125.28 if you're over 25. This earnings limit does not apply if you're self-employed and started your business less than 12 months ago.

If you think you may be eligible go to: <https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds> where you will find more information about eligibility and can apply online.

Please tick one box:

- I am entitled to 30 hours free childcare** (you will need to provide us with the code before your child is able to start the additional 15 hours. Additional hours are subject to places available)
- I am not entitled to 30 hours free childcare.**

**The above information is true to the best of my knowledge and belief. I understand that if a place is offered on the basis of any false information given by me, the place can be withdrawn at any time by the Local Authority.**

**I authorise this school to claim for the sessions indicated above.**

**Parent or Carer's signature:** ..... **Date:** .....