



**LITTLE AMBERS  
NURSERY**

Little Ambers, Great Ambitions

# Application form

For admission to Little Ambers Nursery, Ashley Rd, Bournemouth, Dorset BH1 4NB

## For Parent(s)/Guardian(s) To Complete:

For the safety and well-being of your child, and in order to comply with Government Regulations such as The Children Act, we need to keep a record of information about him/her. So that the information is accurate, we would be grateful if you could complete this form. If you prefer to give this information privately and discuss it with the Nursery Manager, we are very happy to make suitable arrangements.

I wish to apply my child to be admitted to Little Ambers Nursery  Yes (please tick)

Child's Surname

First name

Date of Birth

Boy  Girl (please tick)

Address

Postcode

Home Telephone

Proof of identity must be produced (Please show an original Birth Certificate)

For office use only - Birth Certificate photocopied

**Name of Parent(s)/Guardian(s) or Responsible Adult(s) with whom the child lives**

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**\*Mother/Step Mother (Mrs/Miss/Ms)**

Surname

First name

Home Telephone

Mobile Telephone

Email

Workplace

Workplace phone number

(in case we need to reach you in an emergency)

Parental Responsibility  Yes  No

**\*Father/Step Father (Mr)**

Surname

First name

Home Telephone

Mobile Telephone

Email

Workplace

Workplace phone number

(in case we need to reach you in an emergency)

Parental Responsibility  Yes  No

**If your child has a parent with whom she/he does not live, please complete this section, stating:**

Relationship  Mother  Father

Parental Responsibility  Yes  No

Access rights  Has got right of access  Has not got right of access

To be contacted in case of emergency  Yes  No

Title

Surname  First name

Address

Postcode  Home Telephone

Court Orders (if applicable)

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**Brother(s) or sister(s) attending any of the Ambitions Academy Trust Schools**  Yes  No

If yes please give child's/ children's full name and which school they attend

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## Contacts

In case of illness or emergency closure your child may only be collected by someone authorised by you. Please list names below in order of preference and please state relationship, i.e. Grandparent, friend, neighbour. We will always try to contact Mother first, Father second, followed by Contacts as listed. Please let us know if you prefer a different order.

**Please remember to keep us informed of any changes, as it is most important that these details are correct and up to date.**

	Title	Name	Relationship	Telephone number
1				
2				
3				
4				
5				

Language spoken at home

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Please specify Nationality

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Please specify Country of Birth

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Please specify Religion

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Ethnic Background

We are required by law to pass the following information to the Department of Education (DfE) for statistical purposes.

<input type="checkbox"/> White British	<input type="checkbox"/> White Irish	<input type="checkbox"/> White Eastern European
<input type="checkbox"/> Asian British Indian	<input type="checkbox"/> Asian British Pakistani	<input type="checkbox"/> Asian British Bangladeshi
<input type="checkbox"/> Black or Black British Caribbean	<input type="checkbox"/> Black or Black British African	<input type="checkbox"/> White and Black Caribbean
<input type="checkbox"/> White and Black African	<input type="checkbox"/> White and Asian	<input type="checkbox"/> Chinese
<input type="checkbox"/> Portuguese	<input type="checkbox"/> Korean	<input type="checkbox"/> Any Other Black Background
<input type="checkbox"/> Any Other Asian Background	<input type="checkbox"/> Any Other Mixed Background	<input type="checkbox"/> Other White

Please note that the Nursery engages in religious celebrations around the world through activities within the Nursery. Please indicate below if you do not wish your child to be involved with these activities.

**I do not wish my child to be involved with any other religious activities during my child's time at Nursery.**

Parent/carer name (please print)

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Signature

Date

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## Charging

There is no charge for applying for a nursery place here, for admission or for the provision of education. We will not request donations before or during the admissions process and any donations made to the Nursery following admission are entirely voluntary. No activities such as visits are compulsory.

**The prices of our sessions are as follows:**

- |                      |                   |               |
|----------------------|-------------------|---------------|
| ○ Morning sessions   | 08.00am -13.00pm  | <b>£23.75</b> |
| ○ Afternoon sessions | 13.00pm – 18.00pm | <b>£23.75</b> |
| ○ All day sessions   | 08.00am – 18.00pm | <b>£45.00</b> |

Free entitlement hours for 3 and 4 years olds can be used against these sessions.

Funded sessions can be included within the session you choose. Parents may also choose to use their funded hours over 3 sessions which would be the 15 hours of free entitlement. This free entitlement will start the term after the child's 3<sup>rd</sup> birthday.

## Childcare Vouchers

Our Nursery accepts childcare vouchers. Please confirm with the Nursery Manager that we accept your scheme. If your employer has a different voucher scheme please come to the Nursery office to discuss your requirements. More information on childcare vouchers can be found at: <http://www.bournemouth.gov.uk/ChildrenEducation/Childcare/Childcare.aspx>

**The table below sets out our session times. When applying for a place please tell us what sessions you need. I wish my child to attend the following sessions. (Please write the times that you wish your child to attend the Nursery in the appropriate session's box).**

<b>Day</b>	<b>AM session 08.00 -13.00</b>	<b>PM session 13.00 -18.00</b>
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Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

This form does not confirm your child's sessions at the Nursery. The Nursery will do their best to accommodate your requests but the sessions may already be fully subscribed. In these circumstances the Nursery Manager will discuss the availability of other sessions with you. The Nursery Manager will write to you and confirm your child's sessions.

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## Notice period

A four week notice period is required if you wish to remove your child from the Nursery. This has to be given in writing. The notice period will be from the date the Nursery receives the letter and confirmation will be given in writing to the parent/Carer of this.

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## Holiday

Please note that only a 2 week holiday period will be covered by the Early Education Funding. Parents/Carers may be charged for any additional weeks taken. **The Nursery will ask you to complete a Holiday form if you take your child away on holiday during term time.**

**Please sign that you have read and understand about taking your child on holiday and giving notice.**

Parent/carer name (please print)

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Signature

Date

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## Medical details

Doctors name

Name of practice

Practice address

Postcode

Telephone number

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## Child's Health

Are there any points relating to your child's health or development which it would be helpful for the Nursery to know. Any medical condition suffered by your child at or since birth, e.g. hospitalisation, operations, diabetes, allergies, eczema, asthma, epilepsy, etc.

Medical conditions

Is she/he taking any prescribed medication on a regular basis?  Yes  No

If yes, please give further information

Has your child ever experienced any difficulty with  Hearing  Speech  Sight

Does your child wear glasses?  Yes  No

If yes, please give further information

Do you have any concerns about your child's development or behaviour?  Yes  No

If yes, please give further information

In an emergency **\*I do / \*do not** give permission for the school to seek medical/dental attention for my child if they are unable to contact me. (**\*please delete as appropriate**)

Parent/carer name (please print)

Signature

Date

## Additional help/support

The Speech Therapist  Yes  No

The Occupational Therapist  Yes  No

The Physiotherapist  Yes  No

Other support professionals  Yes  No

If yes, please give details



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## Media Consent

Occasionally we may take photographs of the children at our Nursery. We may use these images in our Nursery prospectus or in other printed publications that we produce as well as our website. We may also make video or webcam recordings for other educational use.

From time to time, our Nursery may be visited by the media who will take photographs or film footage of a visiting dignitary or other high profile event. Pupils will often appear in these images, which may appear in local or national newspapers, or on televised news programmes.

To comply with the Data Protection Act 1998, we need your permission before we can photograph or make any recordings of your child. Please answer the questions below by ticking 'yes' or 'no'.

May we use your child's photograph (unidentified) in the school prospectus and other printed publications that we produce for promotional purposes?  Yes  No

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May we use your child's image (unidentified) on our website?  Yes  No

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May we record your child's image (unidentified) on video or webcam?  Yes  No

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Do you consent to your child's image (unidentified) being published in a press photograph?  Yes  No

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Do you consent to your child's image (unidentified) on internal broadcasting?  Yes  No

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**Please note:** Websites can be viewed throughout the world and not just in the United Kingdom where law applies. Unidentified above means that we only use the first name. Conditions for use of these photographs are included with the parent information.

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I have read and understood the conditions of use.  Yes  No

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Parent/carer name (please print)

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Signature

Date

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## Food Tasting

During the Nursery day, the children will have the opportunity to taste a range of foods. Health and Safety is very important so we would be grateful if you could complete this form with your child's details. Thank you.

I give permission for my child to taste the foods  Yes  No

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My child is allergic to

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My child's specific dietary requirements

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If any of the above information should change or need updating, it is parent's responsibility to inform the Nursery immediately in writing of these changes. Emergency contact numbers must be accurate and relevant. **I acknowledge the above and will inform the school of any changes to contact numbers or parental responsibility immediately.**

Parent/carer name (please print)

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Signature

Date

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**I have read and understood the Nursery's Admissions Policies (Updated September 2016)**

Parent/carer name (please print)

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Signature

Date

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