



## NURSERY APPLICATION FORM for September 2024

The closing date is Friday 15<sup>th</sup> March 2024

Places will be offered before school breaks up for the Easter holidays

Dear Parents and Carers

Our Nursery provision is Monday and Tuesday 8.30am to 3.30pm, and 8.30 to 11.30am on Wednesday; this gives the 15 hour entitlement, for the 38 school weeks. If you have an entitlement of 30 hours, we have an external company called Orchids, who may be able to provide care for the second half of the week and also wrap around care, this depends on the number of parents who would like this facility. We should know this in May/June. Please see the accompanying information sheet which explains entitlement, admission criteria and gives Orchids details.

If you would like your child to be considered for a nursery place, please complete the form below. *Application forms can only be accepted with the birth certificate and council tax bill (proof of address).*

### Child's Details

Legal Forename: \_\_\_\_\_ Legal Surname: \_\_\_\_\_

Preferred names \_\_\_\_\_ Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Number and Road: \_\_\_\_\_ Postcode: \_\_\_\_\_

Do you have another child who attends WLPS? Yes  No

If yes, please give the name of your youngest child who attends WLPS \_\_\_\_\_

Does your child have any medical conditions or special needs?

If yes, please can you give details overleaf Yes  No

Does your child have any behavioural needs?

Has your child been referred or are you awaiting a diagnosis? Please give details overleaf Yes  No

Children start our Nursery after their 3<sup>rd</sup> birthday. **Children should be toilet trained when they arrive in September** – do you expect your child to be toilet trained? Yes  No

If not, is there a medical reason why they may not be? Please give details overleaf

If you require the 30 hours, would you like to use Orchids? Yes  No

### Parent/Carers Details

Parent/Carer 1 Name with title: \_\_\_\_\_

Telephone numbers: Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Parent/Carer 2 Name with title: \_\_\_\_\_

Telephone numbers: Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Further Details:

**Medical Conditions or Special Needs:**

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**Behavioural Needs:**

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**Toilet Training:**

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## **Nursery Entitlement**

As a Birmingham City Council school, we have a duty to protect the public funds we administer. If you are offered a place with us, we may use the information you provide, within the Council for the prevention and detection of fraud, protect public funds, or where otherwise required or permitted by law.

**15 hours:** All three and four year olds are entitled to the 15 hours' universal entitlement.

**30 hours:** To be eligible for a 30 hours extended entitlement place for a three or four-year-old, you must earn less than £100,000 and meet one of the following criteria: Single parents working at least 16 hours per week on the minimum wage, Couples – both working at least 16 hours per week on minimum wage; one parent is employed and the other parent is in receipt of carers' benefits, specific disability or incapacity benefits. Working parents includes those on statutory sick pay and parental adoption, maternity or paternity leave. Please note that parents cannot receive extended entitlement funding at a new provider if they start attendance during their grace period (the "grace period" is the short period when funding will continue to be paid to a provider after a parent has lost their extended entitlement). Should you no longer be eligible for 30 hours (extended entitlement), you will still be eligible for the 15 hours' early education universal entitlement. **Where your child attends 2 settings or more, you should choose which setting will be funded for the universal 15 hours.**

If parents do not reconfirm their 30 hours' eligibility every 3 months as directed by the HMRC, they will be liable for the following term's extended hour's fees. Parents should review their HMRC childcare accounts for reconfirmation deadline dates. Please note 30 hours cannot be funded until the term after eligibility is confirmed. Funding can only continue each term if eligibility is reconfirmed by parents every 3 months.

**Child DLA:** Three and four-year-old children in receipt of child DLA and who are receiving the early education entitlement, are eligible for the Disability Access Fund (DAF). DAF is paid to the child's setting at a fixed annual rate of £615. Please note, this payment is not made for 4 year olds in Reception classes. This is an annual payment and is only payable to one provider each financial year. If the child is attending more than one provider, parents should complete this form with each provider they attend, including schools.

If your child is splitting their free 30 hours entitlement across two or more settings, **the condition of a place at WLPS** is that we (WLPS) are the **universal provider**. It is the universal provider that retains the funding should the extended entitlement be lost. You will be asked to complete the 30 hour entitlement form.

## **Nursery Admission Criteria**

We accommodate 39 children.

- 1) Looked after children
- 2) Siblings; brother or sister who will still be in attendance when the child starts
- 3) Distance; children who live nearest the school measured in a straight line

**Please Note:** Years can vary, but a good proportion of the 39 children offered places, will be siblings. It is possible that very few places will be given out to non-siblings, i.e. to distance. *We would therefore advise you to apply to several nurseries if your child is a sibling but you live further away from school, or your child is not a sibling. If you are not offered a place with us, hopefully you will have an alternative provision.*

## **Orchids**

Please visit Orchids website if you would like to know more about them: [www.orchidschildcare.co.uk](http://www.orchidschildcare.co.uk)

Their email address is: [info@orchidschildcare.co.uk](mailto:info@orchidschildcare.co.uk)

Their office telephone number is 01789 772017