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| **Hanslope Pre-school Application to Join**  **Village Hall, Newport Road, Hanslope, MK19 7NZ (setting)**  **20 Kitelee Close, Hanslope, MK19 7JT (administrator address) – please return your application to this address**  **Charity Number: 1038425** | | | | | | | | | | | | | | | | |
| **Personal details** | | | | | | | | | | | | | | | | |
| First name(s) of child: | | | |  | | | | | | | | | | | | |
| Surname of child: | | | |  | | | | | | Date of birth: | | | |  | | |
| Full address: | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | Postcode: | | |  | | | |
| Parent/Carer name (1): | | | | |  | | | | | | | | | | | |
| Relationship to child: | | | |  | | | | | | | | | | | | |
| Full address (if different): | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | Postcode: | | |  | | | |
| Daytime/work Tel: | | |  | | | | | Home: |  | | Mobile: | | | |  | |
| Email address:  Parent/Carer name (2): | | | | |  | | | | | | | | | | | |
| Relationship to child: | | | |  | | | | | | | | | | | | |
| Full address (if different): | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | Postcode: | | |  | | | |
| Daytime/work Tel: | | |  | | | | | Home: |  | | Mobile: | | | |  | |
| Email address: | | | | | | | | | | | | | | | | |
| **SESSIONS REQUEST** | | | | | | | | | | | | | | | | |
| Preferred start date: | | | | | |  | | | | | | | | | | |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Day | Monday | Tuesday | Wednesday | Thursday | Friday | | Times AM-  9-12pm |  |  |  |  |  | | Lunch club  12-1pm |  |  |  |  |  | | Times PM  12-3pm |  |  |  |  |  | | | | | | | | | | | | | | | | | |
| This application places your child on our waiting list. I 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.**  **A Registration fee of £10.00 (in cash) for children not yet eligible for early education funding needs to accompany this form. Please do not send cash in the post.**  Once your child is offered a place and you accept it, on admission further personal information and family details are required for our records. Your child’s birth certificate is required, if they are eligible for funding, at this point with a copy made for our file.  If you find that you no longer need the place, please inform us as soon as possible & request a leaving form, a two-week notice period applies to both funded & non-funded children. | | | | | | | | | | | | | | | | |
| **Signed parent/carer (1):** | | | | | |  | | | | | | Date: | | | |  |
| **Signed parent/carer (2):** | | | | | |  | | | | | | Date: | | | |  |
| **Please be advised that this application form and offer of a place is subject to our terms and conditions laid out in the policies. By signing this document, you acknowledge that you have read, understood, and agree to these terms and conditions.** | | | | | | | | | | | | | | | | |

**IMPORTANT**

**Please confirm the following:**

**Will your child be attending another setting at the same time as Hanslope Pre-school? YES / NO**

**If YES, please let us know which setting this will be? …………………………………………………………**

**Is this setting a term time only or stretched setting? TERM TIME / STRETCHED**

**How many hours per week will they be attending the other setting? ………………………………………**

**We have to understand the information above to ensure there is enough funding for both settings and that you don’t receive an unexpected bill for any clash in funding claims.**

**Please be aware that you cannot claim funding at a stretched setting and us (we are term time), the Council do not allow this.**

**Thank you**