

# Application to join

## Springfields Pre-school Application Form

Yarnfield, Stone, Staffs. ST15 0NJ

01785 337310

### 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: \_\_\_\_\_

Parent/carer name (2): \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Full address (if different): \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Daytime/work tel: \_\_\_\_\_ Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

E mail address: \_\_\_\_\_

## Session request

Preferred start date: \_\_\_\_\_

*Please tick the sessions you would like your child to attend:*

Morning 9-12  Monday  Tuesday  Wednesday  Thursday  Friday

Lunch 12 -12.30  Monday  Tuesday  Wednesday  Thursday  Friday

Afternoon 12.30-3.30  Monday  Tuesday  Wednesday  Thursday  Friday

This application places your child on our waiting list. **Please note that completion of this form does not guarantee a place for your child.**

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 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. **Should you decide you no longer need the place we will not retain the details on this application form (see our Privacy Notice).**

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 provided to you. By signing this document, you acknowledge that you have read, understood and agree to these terms and conditions.**

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### ***For office use only:***

Date form received: \_\_\_\_\_

*Tear off the following part to return to the parent(s)* .....

A place will be available for \_\_\_\_\_ (child's name)

\* on \_\_\_\_\_ (date) \* or; we will notify you when a place becomes free.

Signed on behalf of the provider: \_\_\_\_\_

Name: \_\_\_\_\_ Job title: \_\_\_\_\_

\*Please delete whichever is not applicable.