



Registration Form

Child's Surname:	Date of Birth: / /
Forenames:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Preferred name (if different):	

Please include the full name, address, email address and telephone numbers of all those with parental responsibility for this child:

Name of Parent/Carer (including title)	Name of Parent/Carer (including title)
Home Address:	Home Address:
Postcode:	Postcode:
Home telephone:	Home telephone:
Mobile:	Mobile:
Email address:	Email address:

These email addresses will be used to confirm receipt of this form, keep you informed regarding waiting lists and offers of places.

Please indicate when you would like your child to start and which sessions you require:

Start date: September/ January /April (delete as applicable) **Year:** 20__

- All children are eligible for 15 hours universal entitlement from the term following their third birthday, places are offered for 5 three hour sessions per week and can be taken as required, subject to availability.
- Some families may be eligible for 30 hours of funded childcare. Eligibility for this is determined by HMRC; please visit www.childcarechoices.gov.uk for full information. We offer families, with a valid eligibility code, up to 30 funded hours across our core hours (9.00 - 12.00 and 12.30 - 3.30).
- Where a child stays on site for the lunch club (12.00 - 12.30) a fee is payable for this non-funded period.
- We also offer unfunded wrap around sessions which can be used to extend the day from 8.00 am or 8.30 am to 4 pm or 6pm; if required.
- Paid sessions** can be taken in any combination as available. Please see our Terms and Conditions for full details.

I will be claiming 15 hours universal entitlement for my child YES/NO

I believe I will be eligible and would like to claim all or part of the 30 hours entitlement. YES/NO

Number of funded hours to be claimed at this setting.

	Early Morning		Morning Session 9.00 - 12.00	Lunch Club* 12.00 - 12.30	Afternoon Session 12.30 - 3.30	End of day	
	Breakfast Club* 8.00-9.00	Bright and Breezy* 8.30 - 9.00				4 O'clock pick up* 3.30 - 4.00	6 O'clock pick up* 3.30 - 6.00
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
Charges (Sept 2020)	£8.00	£4.25	£25.00	£8.00	£25.00	£4.25	£12.50

* Please note - Only our core hours can be funded sessions.
Food is **not** included, please provide packed lunch and snacks as appropriate.

Please tell us about any medical conditions (including long term medication), allergies, special educational needs or disabilities your child may have:

Home Language:

Language spoken by child:

Conditions of Acceptance of Registration:

A non-refundable administration fee of £30 is payable on registration. This does not guarantee that a place will be offered, however we will keep you informed of your place on the waiting list. Offers of places will be made early in the term immediately preceding your requested start date.

All those with parental responsibility for this child must sign below to confirm their agreement with this application, unless there is a court order in place that states otherwise. A copy of this must be provided.

We/ I wish to register our/my child for a place at West Byfleet Nursery and enclose my £30* administration fee. I have read the Nursery's Terms and Conditions and understand and agree to abide by them.

Signed:	Signed:
Full Name:	Full Name:
Relationship to child:	Relationship to child:
Date:	Date:

**Payment by bank transfer can be made to West Byfleet Nursery Ltd Account: 41464167 Sort code: 40 46 48 alternatively we can accept cash or cheques payable to West Byfleet Nursery Ltd.*

***Please return this form and your administration fee to: Admissions,
West Byfleet Nursery Ltd, Camphill Road, West Byfleet, Surrey, KT14 6EF
We can be contacted on 01932 353288 or 07934 232581
and at westbyfleetnursery@hotmail.co.uk should you have any questions***

For office use:

Date received:

Admin fee: Cash/Cheque/Bank Transfer £30.00
Chq No.