



# Application Form for Admission to Nursery in 2024/25

Shalford Infant & Nursery School, Station Row, Shalford, GU4 8BY, (01483) 562143  
[info@shalford.surrey.sch.uk](mailto:info@shalford.surrey.sch.uk)

In order to be considered in the initial allocation of Nursery places this form should be returned to the school office at the address above.

- Please note that completing this form does not guarantee a place
- Governors will consider applications received by the deadline date in accordance with the nursery class admissions policy
- Please read the Nursery Admissions policy before completing this form
- If you believe you meet the criteria for FEET Funding or Working Parents Entitlement, you must obtain an eligibility code from HMRC, see <https://www.childcarechoices.gov.uk/> for details of how to apply. We need this code before we can offer a funded place in the nursery. Please fill in the form in block capitals and sign it
- Please return to the school by the closing date
- You will be notified by the school if your child has been allocated a place after the closing date
- Please contact the school if you have any queries concerning completion of this form.

<b>1. Child's Details</b>		
Child's Last Name:		
Child's First and Middle Names:		
Child's Date of Birth:	.../...../.....	Gender: Male/Female
How old will your child be in September 2024?	.....Years .....Months	
Which term would you like your child to start Nursery?	September 2024 / January 2025 / April 2025 (please delete as appropriate)	
Child's Home address:  (this must be the child's normal place of residence and not a relative or carer's address)		
	Postcode	
Language Spoken at home:		
Name of previous nursery (if any)		

<b>2. Preference Details</b> Please tick which criterion you are applying for a nursery place	Please tick in this column
<b>2.1 Looked after and previously looked after children</b> (if the child is already in public care of a local authority or has previously been in care, please state which Local Authority and provide evidence with your form):  .....  .....	
<b>2.2 Where there is a social or medical need for a place at the nursery school</b> (E.g. does your child have any special education needs, special social needs or a disability? Are they supported by Social Services, a Speech Therapist, Educational Psychologist, Portage or Child and Family Guidance? An application will not be considered under this criterion unless independent evidence is provided. As such, please provide further details together with any relevant documentation):  ..... ..... ..... .....	
<b>2.3 Where a child has a parent as a member of staff.</b> A supplementary information form (SIF) must be completed and returned by the application closing date for all applicants wishing to apply under this criterion.	
<b>2.4 Where a child has a sibling attending the main school at the time of application or is expected to have a sibling attending the main school.</b> Please provide name(s) and date(s) of birth of siblings and year group(s) expected to be in at September 2024.  1. Name ..... Year Group..... 2. Name..... Year Group..... 3. Name..... Year Group.....	
<b>2.5 Any other children</b>  Remaining places will be offered on the basis of nearness to the school measured in a straight line from the address point of the child's home address, as set by Ordnance Survey to the nearest official school gate for pupils to use, see Note 4 in the Admissions policy.	

<b>3. Parents/ Guardians/Carer's Details</b>		
Title:	Mr/Mrs/Miss/Ms/.....	Mr/Mrs/Miss/Ms/.....
Last Name:		
First Name:		
Relationship to Child:	Mother / Father / Step Parent / Foster Parent / Social Worker / Other family member / Other Contact*/ Other Relative* *Please provide details .....	Mother / Father / Step Parent / Foster Parent / Social Worker / Other family member / Other Contact*/Other Relative* *Please provide details .....
Address: (if different from that of the child given overleaf)		
	Postcode	Postcode
Daytime telephone number:		
Mobile telephone number:		
Email address:		
Name and ages of all brothers and sisters (if any), including step brothers and sisters living in the same family unit	Name: 1. .... 2. .... 3. ....	DOB: ..... ..... .....
Is there any additional information you would like to share?		
<p><b>Children who are eligible for FEET funding the term after their 2<sup>nd</sup> Birthday.</b> FEET funding is for two-year-olds of families in receipt of specific benefits, or those who meet additional criteria. Please search online for 'Free Early Education for 2-year olds Surrey County Council'</p> <p>FEET Eligibility Code: .....</p>		
<p><b>Information needed for children claiming 15 hours free childcare:</b></p> <p>The Government has currently indicated you may be eligible for 15 hours of funded childcare a week for two-year-olds, known as Working Parents Entitlement. Parents who meet the below criteria can access 15 funded hours of early education and childcare</p>		

For three and four-year-olds this is on top of the universal hours available for all three and four-year-olds.

Funded hours will be available where both parents (or the sole parent in a lone parent family):

- are working and earn on average a weekly minimum amount equivalent to working 16 hours at either National Minimum Wage (NMW) or National Living Wage (NLW)
- have an adjusted net income of less than £100,000 each per year
- live in England (parents who are non-EEA nationals must have recourse to public funds to qualify)

Additional information can be found on the Surrey County Council website.

<https://www.surreycc.gov.uk/children/support-and-advice/families/childcare>.

All children who receive the extended free entitlement provision at Shalford Infant & Nursery School for 30 hours per week are allocated a core offer of 15 hours which will be reverted to in the event of a child's eligibility for this entitlement ending. At this point in time parents will either have the option to directly fund the additional 15 hours per week themselves or reduce their child's nursery provision to the core offer of 15 hours. Note: Core offer session days will be discussed and agreed at the time any change needs to be made.

<b>Parent/carer National insurance number</b>		<b>Parent/carer Date of Birth:</b>	
<b>Working Parents / 30 hour eligibility code (11 digits)</b>			
<b>The following are the options for nursery sessions:</b>		<b>Please choose your preference (options 1-4 by stating 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> choice).</b>	
		<b>Complete preference 5 or 6 if applicable</b>	
1. Monday and Tuesday for 6 hours and Wednesday morning for 3 hours. Totalling 15 hours per week.			
2. Wednesday afternoon for 3 hours and Thursday and Friday for 6 hours. Totalling 15 hours per week.			
3. Five days (Monday-Friday), all 30 hours free due to eligibility for 30 hours free entitlement, (subject to availability and Eligibility confirmation code shown above). All 30 hours must be taken.			
4. Five days (Monday to Friday) but not eligible for 30 hours, so 15 hours funded and 15 hours fee paying at market rates and subject to availability. All 30 hours must be taken, <b>(2024/25: 3-4 year olds £18.90 per session; 2-3 year olds £21 per session).</b>			
<b>OPTIONAL FIRST TERM SESSIONS</b>			
5. Two sessions (Thursday am and Friday am) for 2-3 year olds only, at £21 per session. <b>Children will be expected to attend for 15 hours the term after they start.</b>			
6. Three sessions (Monday, Tuesday and Wednesday mornings) 2-3 year olds only, at £21 per session. <b>Children will be expected to attend for 15 hours the term after they start.</b>			

**I would be interested in buying a Wednesday morning or afternoon so that my child can attend 3 full days, subject to availability at a cost of £18.90 per 3 hour session for 3 year olds; £21 per 3 hour session for 2 year olds.**

**All places will be allocated in accordance with Nursery Admissions policy.**  
**Note: Preferences cannot be guaranteed** as sessions are allocated subject to availability which may result in your child being offered a place at either one of the session options outlined.

**Early Years Pupil Premium (EYPP) Registration Form**

The Early Years Pupil Premium is an additional sum of money paid to childcare providers for children of families in receipt of certain benefits (please see [link here](https://www.surreycc.gov.uk/children/families/education-and-learning-advice-for-families/early-learning/parents-guide-to-the-early-years-foundation-stage/early-years-pupil-premium) for details, or <https://www.surreycc.gov.uk/children/families/education-and-learning-advice-for-families/early-learning/parents-guide-to-the-early-years-foundation-stage/early-years-pupil-premium>). This funding will be used to enhance the quality of their early years' experience by improving the teaching and learning and facilities and resources, with the aim of impacting positively on your child's progress and development. For more information please speak to your childcare provider.

If you believe your child may qualify for this EYPP please provide the following information **for the main benefit holder** to enable us to confirm eligibility:

**Parent / carer first name:** .....

**Parent / carer last name:** .....

**Parent / carer date of birth:** .....

**Parent / carer National Insurance number/NASS number:** .....

**I wish the school to claim EYPP (signed):** .....

**Parent/Carer Declaration and signature of Parent/Carer:**

I wish to apply for a place at Shalford Infant & Nursery School and I have indicated the criterion under which I am applying for that place.

I certify that I am the person with parental responsibility for the child named in Section 1 and that the information given is true to the best of my knowledge and belief.

I understand that if I give any false or deliberately misleading information on this form and/or supporting documents, or withhold any relevant information, this may lead to the withdrawal of an offer of a nursery school place for my child. I understand that the school reserves the right to amend its provision of nursery.

Signature of Parent /Carer:

Date:

Definitions:

FEE – Free Early Education – universal entitlement of 15 hours per week for all three and four year olds.  
FEET – Free Early Education for Two Year Olds – offer of 15 hours per week for eligible two year olds.  
WPE – Working Parents Entitlement – offer of 15 hours per week for eligible two year olds  
Extended Entitlement /30 hours – offer of an additional 15 hours per week (in addition to the universal offer of 15 hours per week) for eligible three and four year olds.