

## **NURSERY APPLICATION FORM**

### **FOR SEPTEMBER 2023**

In order to be considered for the initial allocation of Nursery places for September 2023 this form should be returned to the school office by 31<sup>st</sup> January 2023.

- **Please note that completing this form does not guarantee you child 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 (available at [www.stcharlesb.surrey.sch.uk](http://www.stcharlesb.surrey.sch.uk))
- Please fill in the form in block capitals and sign it
- Please return to the school by the closing date above for consideration in the initial allocation
- You will be notified by the school if your child has been allocated a place before Easter 2023.
- **ON RETURNING THIS FORM THE FOLLOWING SHOULD BE INCLUDED:**
  - **Original Baptism Certificate (where Applicable)**
  - **Proof of Address (utility bill or council tax bill)**  
**(Originals will be photocopied and returned)**
- Please contact the school if you have any queries concerning completion of this form.

St Charles Borromeo Catholic Primary School and Nursery Diocese of Arundel and Brighton  
Portmore Way, Weybridge, Surrey, KT13 8JD  
Head teacher Mr Stephen Holt BA (Hons) PGCE, NPQH  
Tel 01932 842617 Email [info@stcharlesb.surrey.sch.uk](mailto:info@stcharlesb.surrey.sch.uk) [www.stcharlesb.surrey.sch.uk](http://www.stcharlesb.surrey.sch.uk)

## 1. Child's Details

Child's Last Name:		
Child's First and Middle Names:		
Child's Date of Birth :		Gender:
Child's Age on 1 Sept 2023		
Child's Home address: <b>(this must be the child's normal place of residence)</b>		
Is your child Catholic?	Please tick <input type="checkbox"/> YES	<input type="checkbox"/> NO
Baptism Date (if Catholic)		
Name and place of Church		

## 2. Parents/ Guardians/Carer's Details

Title:	Mr/Mrs/Miss/Ms/Dr/Other Personal Pronoun	Mr/Mrs/Miss/Ms/Dr/Other Personal Pronoun
Last Name:		
First Name:		
Relationship to Child:		
Address: (if different from that of the child)	Postcode	Postcode
Daytime telephone number:		
Mobile telephone number:		
Email address:		
Name of any Sibling currently attending St Charles Borromeo	<b>Name:</b> 1. .... 2. .... 3. ....	

<b>3. Criterion</b>	
Please tick under which criterion you are applying for a nursery place	
<b>1. Fully Funded 30 Hours of Free Early Years Education</b> <b>Eligibility criteria available at:</b> <a href="https://www.surreycc.gov.uk/schools-and-learning/childcare-professionals/providing-free-early-education/providing-plus-15-hours-of-free-childcare">https://www.surreycc.gov.uk/schools-and-learning/childcare-professionals/providing-free-early-education/providing-plus-15-hours-of-free-childcare</a>  <b>You will be asked to supply your eligibility code prior to entry</b>	
<b>2. Funded 15 Hours of Free Early Years Education with an additional 15 Hours to be paid for by the Parent</b>	
<b>3. Funded 15 Hours of Free Early Years Education</b>	
<b>4. Preference Details</b>	
<b>The following are the proposed options for Nursery sessions</b>	<b>Please choose your preference by stating 1st, 2nd, 3rd</b>
1. All five days (Monday to Friday) both AM & PM Sessions 8.50 am – 2.50 pm <b>Totalling 30 hours per week</b>  We offer the option to remain until 3.20 pm at an additional cost * ( <i>see below</i> )	
2. Three hours a day, five days a week in the morning 8.50 am - 11.50 am <b>Totalling 15 hours per week</b>	
3. Three hours a day, five days a week in the afternoon. 12.20 pm – 3.20 pm <b>Totalling 15 hours per week</b>	
*Full time provision 8.50 am to 3.20 pm which will incur an <i>additional</i> cost of £17.50 per week ( <i>Please delete as appropriate</i> )	<b>YES</b> <b>NO</b>
<b>Whilst consideration will be given to preferences all places will be allocated in accordance with our Nursery admissions policy.</b>	

**Parent/Carer declaration and signature of Parent/Carer: .....**

I wish to apply for a place at St Charles Borromeo Nursery 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 Nursery provision.

Signature of Parent /Carer:

Date:

***Please note: For further information on the way we use your data, please see the Xavier Catholic Education Trust Privacy Notice. This can be found on the Xavier Catholic Education Trust website in the About section under the list of Central Policies and Financial statements.***