



Woodmancote Preschool
 OFTED Number 101654
 Reg Charity 1059409

| | | | |
|--|-----------------|-----------------|-----------------|
| Full Name of Child | | Date of Birth | |
| Name that child is known by | | Ethnicity | |
| Names of Parents | | Home Language | |
| Address | | Home Phone | |
| | | Mobile Phone | |
| Postcode | | | |
| Email Address | | | |
| Other Emergency Contacts | Name and Number | Name and Number | Name and Number |
| Parental Responsibility Name and contact details of anyone OTHER than parent who has parental responsibility for your child *(see guidance note) | | | |
| Name of any other setting attended if applicable | | | |
| Name of Doctor | | Phone Number | |
| Surgery Address | | | |
| Health Visitor | | Phone Number | |
| Are your child's immunisations up to date? | | | |
| Any known allergies? Please give details: | | | |
| Any medical conditions or regular medications taken. Please give details: Please note Staff will only administer PRESCRIBED BY A DOCTOR and then WRITTEN CONSENT will be required from a person with parental responsibility. | | | |
| Special Needs or Religious requirements | | | |
| Any dietary needs? | | | |

***Parental responsibility: NOT all parents have parental responsibility.** These people do:-
 Natural Mother of the child or Natural Father of the child PROVIDED he was married to the mother before the birth, or was present when the birth was registered alongside the mother, or subsequently marries her, or Anyone who has a current Residency Order (we will ask to see this).
These people DO NOT have automatic parental responsibility:-
 Grandparents or other relatives, Step parents, or Guardians of the child appointed by Will.

Sessions Wanted

| | Drop off | Drop Off | Collection | Collection | Collection | Total Hours |
|--|----------|----------|---------------|---------------------------|---------------|-----------------|
| Day | 8.15 | 8.45 | 12.30 | 1500 | 1545 | |
| Monday | | | | NOT Available | NOT Available | |
| Tuesday (Children age 3+ only) | | | NOT Available | | | |
| Wednesday | | | | NOT Available | NOT Available | |
| Thursday | | | | | | |
| Friday | | | | | | |
| | | | | Total Weekly Hours | | |
| Permissions | | | | | Agree | Disagree |
| My child may be filmed/ photographed for Learning Journals or parental information only. Only Preschool's camera will be used. | | | | | | |
| Photos of my child may be used on Woodmancote Preschool's website. They will not be uploaded anywhere else or include names/ identities. | | | | | | |
| Information about my child may be shared with my child's Primary School and other professionals as required. | | | | | | |
| I agree to the Policies, Terms and Conditions of Woodmancote Preschool, including the Debt Recovery Policy. There is a copy of all policies to view. | | | | | | |
| I wish to apply for a space for my child when a vacancy arises | | | | | | |
| Name | | | | | | |
| Signature | | | | | Date | |

All children are charged for daily snack, 25p daily. Children arriving at 8.15am will have "Breakfast" which is 20p daily.

Invoices are issued monthly in advance and are payable within 7 days of receipt. Once a place is accepted fees are payable regardless of absence (including illness and family holidays). Snack fees are also payable monthly, however there will be no charge for snack if a minimum of one week's notice is given of absence.

Eligible children need to be at Preschool for two weeks in order to qualify for the Free for 2, 3 and 4 year old funding. If removed before the end of these two weeks all costs will be due from their parent.