



**Application for Admission to Burhill Nursery School in 2018/19**

**Burhill Primary School and Nursery**

**New Berry Lane**

**Hersham**

**Surrey**

**KT12 4HQ**

**01932 225 836**

**office@burhill.surrey.sch.uk**

In order to be considered in the initial allocation of Nursery places this form should be returned to school by **1<sup>st</sup> March 2018**

- 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 Admissions Policy
  - Please read the Nursery Admissions policy before completing this form
  - If you believe you meet the criteria for 30 hours free entitlement for 3-4 year old children, you must obtain an 11-digit eligibility code from HMRC - We need this code before we can offer a 30 hour place in the nursery. Please fill in the form in block capitals and sign it
  - Please return to the school by the closing date of **1<sup>st</sup> March 2018**
  - 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.
  - N.B.- if parents are unable to get a code before the deadline for applications, due to your child's birth date, please go ahead and apply anyway, making a note on the application form that you will provide us with a code as soon as you are able.
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- **WE MUST SEE THE FOLLOWING ORIGINAL DOCUMENTATION AT THE SCHOOL OFFICE BEFORE AN APPLICATION CAN BE PROCESSED:**
    - .Your child's birth certificate
    - .Your most recent council tax bill
    - .Recent utility bill, not more than three months old (e.g. gas/water/electricity NOT a mobile phone bill)



This nursery application round is open to children who will turn 4 years old between 1<sup>st</sup> September 2018 and 31<sup>st</sup> August 2019

<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 2018?	..... Years ..... Months	
Child's Home address:  (this must be the child's normal place of residence and not a relative or carer's address)	Postcode	
<b>2. Preference Details</b> Please tick under which criterion you are applying for a nursery place		Please tick in this column
<b>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>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>Where a child has a sibling attending the main school at the time of admission 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 2018.  1. Name ..... Year Group.....  2. Name..... Year Group.....		

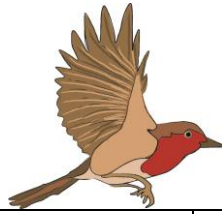


3. Name.....Year Group.....	
<p><b>Children of staff who are employed at the school and who meet one of the following conditions;</b></p> <p>a) employed for two or more years at the time at which the application for admission to the school/nursery is made, and or          b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.</p> <p>This does not extend to members of the Governing Body. If applying under this criterion you will need to submit the additional SIF form available on the school website <a href="http://www.burhill.surrey.sch.uk">www.burhill.surrey.sch.uk</a></p>	
<p><b>Children for whom the school is the nearest to their home address, ranked in order of distance.</b></p>	
<p><b>Children living in the vicinity of Burhill Primary School, ranked in order of distance from school.</b></p>	

<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 Par-ent / 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: _____ DOB: _____ 1. .... 2. .... 3. ....	
Is there any additional information you would like to share?		
<p><b>Additional information needed for children claiming 30 hours free childcare</b></p> <p>The Government has currently indicated eligible families are those where both parents are working, or the sole parent is working in a lone parent family, and each is earning on average a weekly minimum wage equivalent to 16 hours at National Minimum or Living wage, (i.e. equating to about £5,500 per annum) and less than £100,000 per year. Additional information can be found on the Surrey County Council website. <a href="https://www.surreycc.gov.uk/people-and-community/family-information-service/choosing-childcare-for-children-and-young-people/paying-for-childcare/30-hours-free-childcare-for-working-parents">https://www.surreycc.gov.uk/people-and-community/family-information-service/choosing-childcare-for-children-and-young-people/paying-for-childcare/30-hours-free-childcare-for-working-parents</a>.</p> <p>All children who receive the extended free entitlement provision at Burhill Nursery 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 (refer to the Terms and Conditions document) or reduce their child's nursery provision to the core offer of 15 hours. <b>Note:</b> Core offer session days will be discussed and agreed at the time any change needs to be made.</p>		
Parent/carer National insurance number		<b>30 hours eligibility code (11 digits)</b>
<b>PLEASE EXPRESS YOUR PREFERENCE FROM THE FOLLOWING OPTIONS:</b>		<b>Please choose your preference by stating 1st, 2nd, 3rd, 4<sup>th</sup>, 5<sup>th</sup> and 6th</b>
1. Monday and Tuesday for 6 hours (9am – 3pm) and Wednesday morning for 3 hours (9am – 12pm) Totalling 15 hours per week.		



<p>2. Wednesday afternoons for 3 hours (12pm – 3pm) and Thursday and Friday for 6 hours (9am – 3pm) Totalling 15 hours per week.</p>	
<p>3. Five days (Monday-Friday 9am – 3pm), all 30 hours free due to eligibility for 30 hours free entitlement, (subject to availability) Eligibility confirmation code shown above)</p>	
<p>4. Five days (Monday to Friday 9am – 3pm) <b>but not eligible for 30 hours</b>, so 15 hours funded and 15 hours fee paying at market rates (market rate TBC – rate set by Surrey County Council)</p>	
<p><b>All places will be allocated in accordance with Nursery Admissions policy.</b> <b>Note: Preferences cannot be guaranteed</b> 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.</p>	

**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](#) for details). 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:**

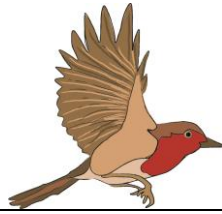
**Parent/ carer National Insurance number/NASS number:**

**I wish the school to claim EYPP : Signature:**

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

I wish to apply for a place at Burhill School 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 provision of nursery and is subject to terms and conditions.

Signature of Parent /Carer:

Date:

Definitions:

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.

<b>Birth Certificate:</b>	<b>Council Tax:</b>	<b>Utility Bill:</b>	<b>Nursery Year:</b>
<b>Sibling:</b>	<b>Nearest School:</b>	<b>Distance:</b>	<b>Checked by:</b>