



Henley Pre-School Application Form



Child's Full Name:	
Date of Birth:	
Address:	Postcode:
Parent/Guardian Name(s):	1) 2)
Tel. No:	Home: Work: Mobile:
Email Address: <small>(for pre-school correspondence only)</small>	Do you have a printer? Yes / No <small>(Please circle)</small>
Emergency contact if parent/guardian not available:	Name: Relationship (e.g. grandparent): Address: Tel. No: (Home) (Work) (Mobile)
Doctor's Name, Address & Tel. No:	
Vaccinations to date:	
Any other details we should know about your child or family circumstances, e.g. health concerns?	
Does your child have any food allergies or intolerances?	Yes / No <small>(Please circle)</small> If yes, please state which foods:
Please confirm your child's first language:	
Please state ethnic origin of parents/child:	

<p>Is your child entitled to 2 year funding? <small>(Please speak to the manager if you are unsure)</small></p>	<p>Yes / No <small>(Please circle)</small></p>
<p>Do you use nursery vouchers to fund childcare?</p>	<p>Yes / No <small>(Please circle)</small> If yes, please give details of current scheme:</p>

We advise that a child under 3 initially attends at least 2 sessions per week. Children joining the term after their 3rd birthday may attend up to 15 hours per week with government funding.

We cannot guarantee which sessions can be offered, however, if you have any preferences on days/sessions please indicate your choices:
(AM : 9am to 12 noon, PM : 12 noon to 3 pm, ALL DAY : 9 am to 3 pm)

Monday : AM / PM / ALL DAY
 Tuesday : AM / PM / ALL DAY
 Wednesday : AM / PM / ALL DAY
 Thursday : AM / PM / ALL DAY
 Friday : AM / PM / ALL DAY

We operate a waiting list on a date of birth basis giving priority to older children first. Where possible we request application forms are returned to the Pre-School Manager two months before the earliest possible start date. For new arrivals to our community we will try to be as flexible as possible.

Our main intake is every September, in line with the Primary School - this will be when we have most spaces available. At other times of the year we will try and accommodate your needs but this may not always be possible:

Please circle which term you would like your child to start from:

Autumn....(Sept-Dec)
 Spring.....(Jan- Mar)
 Summer....(Apr-July)

In order to develop inclusive practice within our pre-school it may be necessary to seek advice from other professionals from time to time on how to adapt our practice to meet individual needs.

Please sign to acknowledge your agreement with this:

Signed:

Date:

I understand that all fees must be paid in full by the date indicated on the invoice:

Signed:

Date:

Please return completed application form by post to:

Bridget Wyatt, Pre-School Manager, Henley Pre-School, Henley Community Centre, Church Meadows, Henley, Suffolk, IP6 0RP.

Or in person between the hours 9 am - 3 pm, Mon to Fri, term times only.

On receipt, your application will be processed and as soon as a place within pre-school becomes available you will be notified. Your Welcome Pack will be sent out detailing your child's induction date and details of sessions allocated.

For pre-school use only:

Date application sent out:
returned:

Date application

Sessions offered:
session:

Enrolment

Date enrolment pack sent out:
returned:

Date enrolment pack