



## Rolph Church of England Primary School and Nursery

Executive Headteacher: Mrs K Jones  
Head of School: Miss K Herbert  
High Street, Thorpe-le-Soken, Essex CO16 0DY  
Telephone: 01255 861317  
Email: admin.rolph@dcvst.org  
[www.rolphcofeprimary.co.uk](http://www.rolphcofeprimary.co.uk)

### NURSERY APPLICATION FORM

Term of Entry	Deadline for applications for initial allocation	Offer Date
Spring Term 2024 (4 <sup>th</sup> January 2024 – 28 <sup>th</sup> March 2024)	Mid Term	Mid Term
Summer Term 2024 (15 <sup>th</sup> April 2024 – 19 <sup>th</sup> July 2024)	1 <sup>st</sup> March 2024	4 <sup>th</sup> March 2024
Autumn Term 2024 (3 <sup>rd</sup> September 2024 – 20 <sup>th</sup> December 2024)	24 <sup>th</sup> June 2024	28 <sup>th</sup> June 2024

#### Child's Details:

Full name:		Date of Birth:	
Address:		Gender:	
		First Language:	
Post code:			
Preschool or Nursery previously attended (if any):			

#### Home Details:

Home telephone number:		Email address:	
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#### Moving House:

Please use this section if you are moving house before your child starts Nursery.

New Address:	
Post code:	
Date of move:	



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### Details of all persons with parental responsibility:

(Parental responsibility for a child whose birth was registered after 1<sup>st</sup> December 2003 is given to the parents named on the birth certificate)

Name:	Relationship to pupil (e.g. mother, carer):	Address if different to that given above:	Contact telephone number:

### Term of Admission:

Please indicate your intended term of admission below:

Spring Term 2024		Summer Term 2024		Autumn Term 2023	
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### How old will your child be on admission to the nursery?

From September 2023 your child will be eligible to start nursery once they have turned two. Funding will only start the school term following their 3<sup>rd</sup> birthday (cut off times for funding are 1/1 – 31/3, 1/4 – 31/8, 1/9 – 31/12).

Age in Years and Months:

### INFORMATION ABOUT SESSIONS

You can use your 15-hour entitlement flexibly during the term time period. For example: 5 morning or afternoon sessions = 15 hours, 2 days full days = 12 hours, 2 full days and 1 half day = 15 hours, 3 full days = 18 hours (3 hours paid by parent), 4 full days = 24 hours (9 hours paid by parent), 5 full days = 30 hours (15 hours paid by parent). Families may be eligible for 30 hours of free childcare funding which is available for children over 3. For more information and to see if you meet the criteria, please visit <https://www.gov.uk/government/publications/30-hours-free-childcare-eligibility>. Funding for 2-year olds is also available, please check if you are eligible at <https://www.gov.uk/help-with-childcare-costs/free-childcare-2-year-olds>. Any additional 3-hour sessions will be charged at £16.80 for 3-year olds and £20.10 for 2-year olds. If a lunchtime is added to the end of a morning session, the charge will be £5.60 or £6.70.

### Preferred Sessions:

Please indicate your preferred sessions with a ✓

To help with the allocation of places, it would be helpful if you could indicate other sessions that will also be acceptable with an \*

	AM Session (8.50-11.50)	Lunchtime (11.50-12.50)	PM Session (11.50-2.50)	ALL DAY Session (8.50-2.50)	Total Daily Hours Requested
<b>Hours</b>	<b>3 hours</b>	<b>1 hour</b>	<b>3 hours</b>	<b>6 hours</b>	
<b>Monday</b>					=
<b>Tuesday</b>					=
<b>Wednesday</b>					=
<b>Thursday</b>					=
<b>Friday</b>					=
	<b>Total Weekly Hours requested</b>				=



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**You are entitled to up to 15 hours free of charge in one or two settings the term after your child is 3. Please detail the proportion of free entitlement hours and the amount which you will be funding yourself (if applicable).**

Total Free Hours Requested	
Total Paid Hours Requested	

Do you wish to split your child's funding between more than one nursery or child minder?	YES / NO (please delete as appropriate)
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Signed:	Relationship to child:	Date:
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Please return form to: Esther Johnson, School Office, Rolph C of E Primary School and Nursery, High Street, Thorpe le Soken, Essex CO16 0DY Tel: 01255 861317 Email: admin.rolph@dcvst.org

Appropriate information contained on this form will be held on computer files and may be shared with other relevant educational establishments and agencies for the purpose of providing the appropriate service or meeting legislative requirements.

### For office use only:

Date form received:	
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### Sessions allocated:

	AM Session (8.50-11.50)	Lunchtime (11.50-12.50)	PM Session (11.50-2.50)	ALL DAY Session (8.50-2.50)	Total Daily Hours
<b>Hours</b>	<b>3 hours</b>	<b>1 hour</b>	<b>3 hours</b>	<b>6 hours</b>	
<b>Monday</b>					=
<b>Tuesday</b>					=
<b>Wednesday</b>					=
<b>Thursday</b>					=
<b>Friday</b>					=
<b>Total Weekly Hours</b>					=