



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

NURSERY APPLICATION FORM

Term of Entry	Deadline for applications for initial allocation	Offer Date
Spring Term 2025 (7 th January 2025 – 4 th April 2025)	15 th November 2024	18 th November 2024
Summer Term 2024 (15 th April 2024 – 19 th July 2024)	1 st March 2024	4 th March 2024
Autumn Term 2024 (3 rd September 2024 – 20 th December 2024)	21 st June 2024	24 th June 2024

Your Child's Details:

Full Name:		Date of Birth:	
Address:		Gender:	
Postcode:		First Language:	
Preschool or Nursery previously attended (if any):			
Does your child receive support from any health services?	Y/N		
If Yes, please list contact details:			
Does your child have any special educational needs?	Y/N		
If Yes, please give an outline of your child's special educational needs:			
Does your child have an EHCP?	Y/N		
Has a Section 23 notification been made about your child through the healthcare services?	Y/N		
Is Disability Living Allowance in place?	Y/N		



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Moving House:

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

New Address:	
Postcode:	
Date of move:	

Details of all persons with parental responsibility:

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

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

Term of Admission:

Please indicate your intended term of admission below:

Spring Term 2024		Summer Term 2024		Autumn Term 2024	
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Information About Sessions:

You can use your 3 & 4-year-old 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 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> or <https://www.childcarechoices.gov.uk/>

Any additional 3-hour sessions will be charged at £16.80 for 3-year olds and £20.10 for 2-year olds. If a lunch hour is added to the end of a morning session, the charge will be £5.60 or £6.70.



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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 would 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
Hours	3 hours	1 hour	3 hours	6 hours	
Monday					=
Tuesday					=
Wednesday					=
Thursday					=
Friday					=
	Total Weekly Hours requested				=

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, 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.



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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
Hours	3 hours	1 hour	3 hours	6 hours	
Monday					=
Tuesday					=
Wednesday					=
Thursday					=
Friday					=
Total Weekly Hours					=