



Lodge Farm Primary & Nursery School

EARLY YEARS APPLICATION FORM 2019/2020

PLEASE USE BLOCK CAPITALS			
Child details			
First name:			
Middle name:			
Family name:			
Date of Birth:	/	/	Gender: M/F
NHS number:	_ _ _ _ / _ _ _ _ / _ _ _ _		
Your relationship to the child: (e.g. mother/father/carer/stepmother/father/ social worker)			
Your child's permanent address (at time of application)			
Address:			
Children in Public Care <i>Is your child looked after, or was previously looked after and is now adopted, or with a child arrangements or special guardianship order?</i>		Yes/No	
At risk <i>Is your child, or a sibling of your child, subject of an inter-agency child protection plan and has been placed on the Child Protection Register? (Please provide evidence with this form)</i>		Yes/No	
Special Educational Needs <i>Does your child have an Educational Health and Care Plan (EHCP)?</i>		Yes/No	
Social or medical reasons <i>Do you have a particular medical or social need to go to this school? (Please provide supporting evidence with this form from a professional working with your child)</i>		Yes/No	
<p>If you have a sibling at Lodge Farm School, enter their name and date of birth:</p> <p>Please note: Siblings MUST be attending the same school at the same time e.g.: Mrs Jackson currently has Chloe in Year 6 and Daniel applying for Nursery, she would NOT be able to apply under the sibling rule as by the time Daniel starts Nursery, Chloe will have moved onto secondary school.</p>		<p>Name:</p> <p>DOB:</p>	

Please complete either Box A (15 hrs application) or Box B (30 hrs application)

BOX A

Children allocated 15 hours will attend 5 mornings or afternoons per week (term time only) from 8:45am - 11:45am

(Tick if applicable)

Please tick preference for AM or PM session, this cannot be guaranteed.

AM Session: 08:45-11:45

PM Session: 12:30-15:30

BOX B

Children allocated 30 hours will attend 8:45am – 2:45pm, with an option to stay to 3:30pm at a cost of £4.50 per day.

(Tick if applicable)

If applying for 30 hours free childcare, please provide your HMRC code:

If you are not eligible under the 30 hours childcare scheme and wish your child to attend for 30 hours and pay the additional cost per week of £112.50 or £22.50 per session please indicate.

Yes I wish to pay for the additional 15 hours per week.

(Tick if applicable)

Or Number of sessions required.

We will do our very best to accommodate additional sessions, but please be aware at this stage there is no guarantee for these to be offered.

Please Note:

Once all 15 Hour Free Early Years entitlements have been allocated and accepted, we will then liaise with you to agree morning or afternoon sessions, and then whether we can accommodate 30 hour provisions.

If you have any other requirements, please state here:

Please complete the details for both parents if living at the same address:

Parent/carer 1 details

Parent/carer 2 details

Title:		
Forename:		
Surname:		
DOB:		
National Insurance Number:		
National Asylum Support Service No. (if applicable):		

Address:		
Email address:	This is the email address we will use to inform you if you have been allocated a nursery place.	
Telephone No.'s	Daytime:	Mobile:
I confirm that the details above are correct to the best of my knowledge.		
Signature of parent/carer:		
OFFICE USE ONLY:	Date Received:	
	Distance:	

DECLARATION

The information I have given on this form is complete and accurate. I understand that my personal information will be held securely and will be used only for local authority purposes.

I agree to Lodge Farm School using this information to consider my application for a nursery place. I understand that if any part of this completed application form is found false the offer of a place will be withdrawn.

I understand that the completion of an application form does not guarantee a place in the nursery class.

I understand that, if offered a place in the nursery class, I will have to apply separately for a place in reception.

Signature of parent/guardian:Date:

Thank you for completing this information.

Hand or by post to: Lodge Farm Primary School, Mobbsbury Way, Stevenage Herts, SG2 0HR

EMAIL: signed and scanned copy to: admin@lodgefarm.herts.sch.uk

Notes to parent

How the information on this form will be used:

By completing this form and signing the declaration you are agreeing for Lodge Farm School, if they are oversubscribed, to check whether your child's details meet the school's published admission rules and if he/she can be offered a nursery place.

Any personal data collected will be treated as confidential under the principles of the Data Protection Act 1998. We will not use the data for any other purpose, nor will we share your data with any third parties other than the Department for Education (for statutory reporting), Hertfordshire County Council departments who may from time to time send you advice, guidance and information relating to changes to early years provision and educational services that are relevant and/or of benefit to your child, and your local children's centre who support the local authority by assisting families to access the services that children are entitled to.

Children who have been adopted from care or are subject to a special guardianship order or a child arrangements order.

Eligibility will be based on your declaration that your child was formally a looked after child and on the evidence of their status e.g. a copy of the relevant order. This form and a copy of the relevant order should be seen by the school and they will confirm with Hertfordshire County Council that they have seen confirmation and enable a place to be offered under this criteria.