

REGISTRATION FORM

Name of Child:..... Please underline first name

START DATE: **Estimated Leaving Date:** **Age on Entry:**

Child Details

Home Address:

DOB:

Gender:

Nationality:

Post Code:

Home language:

Home Tel:

Other languages:

Home email:

Religion, if any:

Family Details

Mother's Details

Name:

Father's Details

Name:

Present occupation:

Present occupation:

Previous occupation:

Present occupation:

Work Tel:

Work Tel:

Mobile:

Mobile:

Work email:

Work email:

Are you a King's College Member? Yes/No

Are You a King's College Member? Yes/No

Do you have parental responsibility? Yes/No

Do you have parental responsibility? Yes/No

Is your family currently being supported by a social worker YES/NO

Doctor Details

Doctor's Name:

Address:

Tel:

Further Child Details:

Immunisations:

Allergies/intolerances:

(please include a doctor's letter with full details regarding reaction and how we deal with it)

Health: is there anything we should be aware of? (please continue overleaf)

Cultural/Religious dietary requirements:

Please detail all allergies/intolerances and other health information:-

Attendance Pattern:

Please tick the sessions below that you wish your child to attend. Millington Road Nursery School offers 15 hours of Early Years Funding. If your child is eligible for Early Years Funding and you intend to take up **only** your allotted 15 free hours per week, you should choose 2 full days (8.30am - 4pm).

Sessions	Monday	Tuesday	Wednesday	Thursday	Friday
Early Birds 8.15-8.30					
Morning 8.30-1.30					
Afternoon 1.30-4.30					

Ethnicity:-

Please circle appropriate category

White British	WHB	White/Black Caribbean	MWB	Indian	AIN
White Irish	WHR	White/Black African	MBA	Pakistani	APK
Traveler of Irish Heritage	WHT	White and Asian	MWA	Bangladeshi	ABA
Gypsy/Roma	WRO	Any other mixed background	MOT	Any other Asian background	AAO
Any other White background	WHA	Black Caribbean	BLB	Chinese	CHE
Refuse to provide	REF	Black African	BLF	Any other background	OEO
Info not obtained	NOT	Any other Black background	BLG		

Terms and Conditions:

Fees

You will be charged for your Nursery fees on a term-by-term basis. Your invoice will be sent to you electronically at least 30 days prior to the start of term and payment is due prior to the first day of term. Late payment may result in refusal of entry. Parents must agree to inform the Nursery of any financial difficulties at the earliest opportunity.

Notice

Half a term's notice must be given in writing if you are planning to withdraw your child or change their sessions. You will be charged for whole sessions booked, irrelevant of the actual hours or sessions attended. If your child leaves Nursery without the full half term's notice you will lose your deposit and any Early Years Funding for that term.

If we do not receive a signed Early Years Funding Application at the beginning of every term, you will be invoiced for the full cost of the sessions your child has attended at our normal hourly rate.

Pupil Attendance

Parents are responsible for ensuring that their child arrives on time and is collected on time.

Nursery Policies and Procedures

Parents are responsible for abiding by the Nursery's policies and procedures as detailed in the Welcome Pack (please ask for a copy). In the event that parents flout or ignore procedures, the Nursery reserves the right to terminate the child's attendance.

Personal Data

In accordance with the Nursery's Privacy Notice (compliant with the General Data Protection Regulation 2018), the Nursery is obliged to collect and hold relevant personal data on the parents and child attending the nursery. Parents accept that this data will be held securely and retained for 7 years following the child's last day at the Nursery. A copy of the Nursery's Privacy Notice is available on request.

YOUR CHILD CAN ONLY BE ADMITTED FOLLOWING WRITTEN CONFIRMATION OF A PLACE FROM US.

If you are not eligible for Early Years Education Funding, you are required to pay a registration fee of £30 when making this application. Cheques to be made payable to **Millington Road Nursery School Trust**

I enclose my registration fee of £30 please tick

I agree to the above terms and conditions:

Signature of parent**Date**

Name of parent (please print)