

# Nursery Admission Form

## Academic Year 2017/2018

### Part 1



St. Helens  
Council

#### Application Timetable:

Child's Age	Term Eligible for Admission	Application Closing Date	Decision Letter Sent
3 on or before 31 August 2017	Autumn - September 2017	14 October 2016	9 December 2016
3 on or before 31 December 2017	Spring - January 2018	13 October 2017	8 December 2017
3 on or before 31 March 2018	Summer - April 2018	13 October 2017	8 December 2017

If your child is 3 after 31 August 2017, you only need to complete one application form as this will automatically be rolled forward for consideration for a place for the academic year commencing September 2018.

Do you wish to apply for admission the term after your child's third birthday  
i.e. Spring 2018 and Summer 2018 Yes  No

If no, your application will be considered for admission in the September after your child's third birthday.

Parents who apply for the spring or summer term admission should note that places will have already been allocated to children who were aged 3 before 1 September, and therefore the number of places available for the 2018 spring and summer term allocations will be limited.

#### Section 1

##### Your Child's Details

Surname ..... Date of Birth 

D	D	M	M	Y	Y	Y	Y
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Legal surname, if different from above .....

First Name(s) ..... Sex (please tick) Male  Female

Home Address .....

Postcode ..... Daytime telephone number (if any) .....

Is the child in the care, or previously been in the care, of a Local Authority, or being provided with accommodation by a Local Authority under Section 22(1) of the Children Act 1989? Yes  No

Children previously in public care are those immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.

#### Section 2

##### Preference for Nursery Schools

Please name up to three nurseries in order of preference. Your preferences may include Community, Voluntary Controlled and Voluntary Aided Nurseries. Remember: if only one nursery is named and you are unsuccessful in your application for that nursery, no other nursery will be allocated. If you wish to apply for a Private, Voluntary, or Independent Playgroup or Nursery, you need to contact them directly.

PREFERENCE	NAME OF NURSERY
1st preference	
2nd preference	
3rd preference	



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### Section 3

If any of your three stated preferences is for a Catholic Nursery, please ANSWER the questions below.

#### Applicants for Catholic Nursery Schools only

1. Is your child baptised Catholic? Yes  No

Date of Baptism.....

Church of Baptism.....

Catholic Parish of residence.....

**Please attach a copy of your child's Baptismal Certificate. If you do not have a certificate and your child was baptised in the parish which the school serves, then the parish baptismal records will be checked by the school to confirm baptism. If your child was baptised in another parish and you do not have a certificate, you will need to obtain proof from the relevant parish to confirm that your child is a baptised Catholic.**

2. Will your child have a sibling at the school at the time of their likely admission? Yes  No

If yes, please detail name and date of birth:

Name..... Date of Birth.....

3. Is your child baptised in another Christian Faith? Yes  No

Date of Baptism.....

Church of Baptism.....

**If yes, please attach a copy of your child's Baptismal Certificate**

4. Is your child a member of another Faith group? Yes  No

**If yes, please attach a letter from the appropriate Minister of Religion**

#### PLEASE NOTE:

- A copy of your child's birth certificate and proof of address must be attached to this application form, e.g. utility bill.
- If you are applying for a Catholic Primary School and your child is baptised, you should provide proof of baptism before the allocation procedure begins.
- Your attention is drawn to pages 6-7 of the booklet where you are advised to state a 1st, 2nd and 3rd preference of a nursery and note that changing your preferences **AFTER** the closing date could mean that your application will be treated as late.
- You will need to apply separately for a primary school place for your child, **please see page 5 of this booklet.**

# Nursery Admission Form

## Part 2

### Academic Year 2017/2018



St. Helens  
Council

Child's name ..... Date of Birth .....

#### Section 4

#### Preference for Session Time

Please tick whether you prefer a morning (am) or afternoon (pm) place and if there are any particular reasons for your preference. Some schools may be able to offer flexible arrangements, but this will depend upon demand for places. The times of the sessions vary from nursery to nursery, so you should contact the nursery concerned to confirm their times.

#### Reason for preferred session

AM	<input type="checkbox"/>	
PM	<input type="checkbox"/>	
EITHER	<input type="checkbox"/>	

#### Section 5

#### Parents'/Carers' details

Mother/Carer's name .....	Father/Carer's name .....
Home Telephone .....	Home Telephone .....
Daytime Telephone .....	Daytime Telephone .....
Mobile Telephone .....	Mobile Telephone .....
Address .....	Address .....

#### Parent/Carer Signature

I have noted the information in the current 'Nursery Education: Information for Parents' booklet and declare that the information given on this form is accurate and subject to verification.

I also understand that the information provided on this form will be processed in accordance with the requirements of the Data Protection Act 1998. It will be treated as confidential and will only be used for the purposes of the provision of education services and education funding. In connection with this purpose, the information may be shared with schools. It may also be processed or shared with any organisation in the interests of preventing fraud, criminal offences and to ensure child health, welfare and protection.

I am the parent or have parental responsibility for the child named

Signature (Parent/Carer) ..... Date .....

PLEASE ENSURE THAT BOTH PART 1 AND PART 2 OF THE APPLICATION FORM ARE COMPLETED AND RETURNED TO ONE OF YOUR PREFERRED NURSERIES OR THE ADMISSIONS SECTION, ATLAS HOUSE, CORPORATION STREET, ST. HELENS WA9 1LD BY THE RELEVANT CLOSING DATES: **14 OCTOBER 2016 FOR SEPTEMBER 2017 ADMISSION, 13 OCTOBER 2017 FOR JANUARY 2018 OR APRIL 2018 ADMISSION.**

<b>School/Admissions Office Use Only</b>	D.o.B. Confirmed:	Address Confirmed:	Baptism Confirmed: (Catholic schools only)	Signed:

#### Proof of Receipt

I acknowledge receipt of your request that your child ..... be considered for a nursery place at .....

Signed ..... Primary School/Admissions Section Date .....

(delete as appropriate)

**\*Please retain this slip until the outcome of your application is known.**