



Horspath Pre-School Nursery
 c/o Horspath Primary School
 Blenheim Road, Horspath,
 Oxford OX33 1RY
www.horspathnursery.org.uk
 Tel : 01865 876750

Registration Form

Child's name:

Date of Birth:

Address:

Home telephone no:

Father's Address (if different):

Mother's name	Mobile Number	Email Address
Father's name	Mobile Number	Email Address

Preferred Start Date (minimum age of enrolment 2 years 6 months):

Age at preferred start date:

Does your child have any Special Educational Needs?

Does your child have a sibling in Horspath Primary School or the Nursery?

Sessions Required – please circle

Monday	9.00 – 12.00	12.00 – 12.30	12.00 – 3.00
Tuesday	9.00 – 12.00	12.00 – 12.30	12.00 – 3.00
Wednesday	9.00 – 12.00	12.00 – 12.30	12.00 – 3.00
Thursday	9.00 – 12.00	12.00 – 12.30	12.00 – 3.00
Friday	9.00 – 12.00	12.00 - 12.30	12.00 – 3.00

Terms and Conditions of Enrolment

- **Holidays and Sickness** - If you take your child out of Nursery during term time, your child's fees must still be paid.
- **Withdrawing a child from Nursery** - If you wish to withdraw your child from enrolment in Horspath Nursery, four weeks written notice must be given and all fees must be paid up to date. This includes children who are leaving to go to school.
- **Supporting the Nursery** – The nursery is a charity and is dependent on fundraising to maintain and improve facilities and equipment. We ask all parents to participate in whatever way they can, for example attending committee meetings, helping at fundraising events or giving of their professional time/expertise with regards maintenance of the nursery or help with IT etc. Please indicate how you will be able to contribute to the nursery:
 - - **Attending Nursery Meetings**
 - **Helping at Fundraising Events**
 - **Giving Professional skills**
 - **Making an annual donation**

Signature of Parent/Guardian: **Date:**

What happens next?

To join our waiting list we need your completed registration form together with a £35 deposit. (Children who are starting nursery in the term after their third birthday or later are entitled to 15 hours of government funded nursery time. If you are applying for these 15 hours alone, you do not need to pay the deposit.) If a deposit has been paid, your child will be given a gym bag and sweatshirt when they start nursery.

We will contact you when we allocate places, which is usually at least one term before the start of the academic year. We regret that we cannot guarantee before this time that a child will get a place. If we are unable to offer a place when we allocate places your deposit will be refunded. If, however, we offer you a place and you decide not to take it, we will not be able to refund the deposit. For full details please see our admissions policy which is available on our website. If in the meantime, you decide you no longer want a place, we would be very grateful if you could let us know so that you can be taken off the waiting list. If you have any questions please do not hesitate to contact the manager.