



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):

Parents National Insurance Numbers:

(These are required to check whether your child is eligible for additional funding.)

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:

Preferred Sessions – please circle

Monday	9.00 – 12.00	12.00 – 1:00	1.00 – 3.00
Tuesday	9.00 – 12.00	12.00 – 1:00	1.00 – 3.00
Wednesday	9.00 – 12.00	12.00 – 1:00	1.00 – 3.00
Thursday	9.00 – 12.00	12.00 – 1:00	1.00 – 3.00
Friday	9.00 – 12.00	12.00 - 1:00	1.00 – 3.00

Has your child had all their vaccinations?

Does your child have any Special Educational Needs?

Does your child regularly visit the dentist?

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

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.
- **Parental Permission** – Please give permission for your child’s photos to be used in their profile.
Please give consent for the Nursery to contact other agencies as necessary.
To seek any necessary emergency medical advice or treatment.

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** **yes / no**
- **Helping at Fundraising Events** **yes / no**
- **Giving Professional skills** **yes / no**

Please specify

- **Making an annual donation** **yes / no**

Following new Data Protection Regulations, by signing below you are giving us permission to contact you with the information you have provided on this form and by: newsletters, invoices, verbally and any other necessary documentation.

Signature of Parent/Guardian:

Date:

What happens next?

Children who are starting nursery in the term after their third birthday or later are entitled to 15 hours of government funded Nursery time. There is a limited amount of 30-hour spaces available so for more information, please contact us on 01865 876750.

We will contact you when we allocate places, which is usually the term before your child’s start date. We regret that we cannot guarantee before this time that a child will get a place. For more information 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.