

Application for admission to a School Nursery

This form must be used to apply for a nursery or preschool place in a Community or Voluntary Controlled Infant, Primary or Nursery school. A list of these schools can be found at <https://new.devon.gov.uk/schools/school/>

After completing this form you should also complete and return the **Parent Declaration Form** to the school so the governors can allocate places after they have prioritised these applications. A copy of this form is available from the school. Governors prioritise applications using these criteria:

1. Looked after Children or those who were Looked After but ceased to be because they were adopted, made the subject of a child arrangements order or made the subject of a special guardianship order.
2. Children with an exceptional medical or social need to attend this nursery.
3. Children who live in the designated area and are eligible for two-year-old funding. *(These parents will have a Golden Ticket. Those that do not have Golden Tickets can check their eligibility through the Citizens Portal. https://oneonline.devon.gov.uk/CCSCitizenPortal_LIVE/Account/Login?ReturnUrl=%2fCCSCitizenPortal_LIVE%2f)*
4. Children who live in the school's designated area who have a sibling at the school.
5. All other children who live in the designated area.
6. Children who live outside of the designated area with a sibling at the school.
7. Children who live outside the designated area who are eligible for the early years funding for two-year-olds.
8. Other children.

Places are not allocated based on whether a child is accessing the universal or the extended entitlement or whether places are bought or funded. Parents can choose to access early years places on up to two sites in a single day. The maximum funded time in one day is 10 hours. Funding can be taken between 6.00am and 8.00pm. Each provider will offer the funded time in different ways and charges will vary. Before applying ask the school what they offer so you can complete the Parent Declaration Form. For more information: <https://new.devon.gov.uk/educationandfamilies/early-years-and-childcare/childcare>
Please note that not all nurseries admit children as 2 year olds and criteria 3 and 7 do not apply for those nurseries.

Section A - Details about your child

Forename(s)	Surname/Family Name
Home Address	Postcode
<p>This must be the address where your child is normally resident. If you expect to move from this address, you must let us know as this may affect your application. Evidence of a new address may be necessary.</p>	
	Date of Birth
	Gender
Is this child in the care of a Local Authority or was he or she in care until adopted, made the subject of a child arrangements or special guardianship order?	Yes / No
If Yes, please give contact details for the Local Authority	
Does your child have an Education, Health and Care Plan?	Yes / No
Does your child have a Golden Ticket or is he or she eligible for a funded 2 year old place?	Yes / No

Please give details

Section B - Details about you

Mr, Mrs, Ms, Miss, Dr, other:	Forename	Surname/Family Name
Do you live at the same address as your child?		Yes/No
Email address	Telephone (Daytime)	
Your relationship to your child	Do you have parental responsibility?	

Section C - Your preferred nursery

Name of school	
Is there a sibling on roll in this nursery or at this school?	Yes/No
Name of sibling:	Date of Birth
Is there an exceptional social or medical need for a place at THIS nursery? ^{**} (if yes, give details in the box below. It is YOUR responsibility to provide evidence from a relevant professional in support of this.)	Yes/No
Reasons for your preference	

Section D - Your declaration and signature

- I understand that I am required to evidence proof of birth date and may be asked for evidence of my child's address.
- There is no transport available for nursery and preschool children.
- Application and attendance at a school nursery does not guarantee a place in the reception class at that school. An application for a school place is made separately.
- I confirm that the details I have provided are accurate.
- I agree to tell the school if there are any changes to the details that I have provided in this form.
- I will complete and return the Parents Declaration Form to the school with this application form.
- PLEASE SIGN THIS FORM AND RETURN IT TO THE NURSERY (ONE OR BOTH PARENTS TO SIGN)**

Your signature	Your signature
Name (please print)	Name (please print)
Date	Date

Data Protection:

The school must have in place policies and procedures relating to the handling and management of sensitive personal data. These are available on request.