



Application Form

Please return this form via email to nursery@hamseytlt.co.uk. Please note that completing this form does not guarantee a place.

- Please read the Nursery Admissions policy before completing this form.
- Please fill in the Application form in block capitals and sign it.
- If you believe you meet the criteria for 15 hours EYPP/Early Learning for 2 year old's (formerly known as FEET funding) you must obtain an application number from the council you pay your tax to.
- If you believe you meet the criteria for 30 hours Working Entitlement for 2,3 & 4 year old children, you must obtain an 11-digit eligibility code from HMRC - see <https://www.gov.uk/30-hours-free-childcare> for details of how to apply.
- It is your responsibility to renew these childcare eligibility codes every three months in order to access the funding and ensure it continues without interruption.
- You will be notified by the nursery if your child has been allocated a place.

Please contact the nursery if you have any queries concerning completion of this form.

1. Child's Details	
Child's first and middle names:	
Child's last name:	
Child's preferred name:	
Child's date of birth:	/...../.....
Gender:	Male/Female (Please circle)
Which term would you like your child to start Nursery? Please note funding starts the term AFTER their birthday.	Autumn / Spring/ Summer (Please delete as appropriate) Requested start date:
Child's home address: (this must be the child's normal place of residence and not a relative or carer's address)	
Religious Beliefs	
Language	
Ethnicity	
Any Special Requirements	

2. Preference Details Please tick under which criterion you are applying for a nursery place.	Please tick in this column
Looked after and previously looked after children (if the child is already in public care of a local authority or has previously been in care, please state which Local Authority and provide evidence with your form); 	
Where there is a social or medical need for a place at the nursery school (E.g., does your child have any special educational needs, special social needs or a disability? Are they supported by Social Services, a Speech Therapist, Educational Psychologist, Portage or Child and Family Guidance? An application will not be considered under this criterion unless independent evidence is provided. As such, please provide further details together with any relevant documentation): 	
Where a child has a sibling attending the main school at the time of admission or is expected to have a sibling attending the main school. (Please provide name(s) and date(s) of birth of siblings and year group(s). 1 Name:..... Year group..... DOB..... 2. Name:..... Year group..... DOB..... 3. Name:..... Year group..... DOB.....	
Children are admitted to nursery in the term after their second birthday. From that point, they may be eligible for funded childcare, including: • Early Learning for Two-Year-Olds (previously known as FEET), which provides up to 15 hours per week for eligible families. • Working Parent Entitlement, which provides 15 hours, or up to 30 hours per week for eligible working families. Children who qualify for either of these funding streams can attend nursery until they begin Reception. For further information about eligibility and how to apply, please visit: • Surrey residents: Funded childcare in Surrey – Surrey County • Council Croydon residents: https://new.croydon.gov.uk/children-young-people-and-families/childcare/help-childcare-costs	
FEE -Free Early Education – Universal Entitlement of 15 hours per week for all three and four year olds. Children who will be 3 years old will be admitted the term AFTER their 3rd birthday. Working Entitlement /30 hours – offer of an additional 15 hours per week (in addition to the universal offer of 15 hours per week) for eligible three and four year olds. Children who will turn 4 years old between 1 September to 31 August (this is to give priority to older children who will be due to transfer to Reception in the next academic year and hence only have one year left to attend nursery). Children who will turn 3 years old between 1 September and 31 August (these children will be able to stay on in nursery for another year as they will not be due to start Reception until the Academic year they turn 5).	

	Tick		Tick
1. 15 hours Universal 3&4 years		3. Early Learning for 2 year old's (FEET 15 hours) 2 years	
2. 30 hours Working Entitlement 2,3&4 years		4. Privately funded	

3. Parents/Guardians/Carer's Details

	First Contact	Second Contact
Title: e.g. Mr/Mrs/Miss/Ms		
Surname:		
Forename:		
NATIONAL INSURANCE NUMBER: we use this to check for FSM/EYPP eligibility All data is secure and confidential		
DATE OF BIRTH : We require this for the 2 year old funding checks		
Relationship to Child:		
Address: (if different from that of the child given overleaf)	Postcode	Postcode
Daytime telephone number:		
Mobile telephone number:		
Email address:		

Name and ages of all siblings including step brothers or sisters living at the same address, not listed on page 2.	1.....DOB..... Age.....
	2.....DOB..... Age.....
	3.....DOB..... Age.....

Is there any additional information you would like to share?

4. Sessions required and Funding

If your child is attending another setting, please check their T&C's as funding can only be drawn down the term they start.

Additional information needed for children claiming 15/30 hours Working Entitlement

[Working parents entitlement - Surrey County Council \(surreycc.gov.uk\)](https://www.surreycc.gov.uk/working-parents-entitlement)

All children who receive the extended free entitlement provision at Acorns Nursery for 30 hours per week are allocated a core offer of 15 hours which will be reverted to in the event of a child's eligibility for this entitlement ending. It is the parents responsibility to ensure that their eligibility codes are up to date.

At this point in time parents will either have the option to directly fund the additional 15 hours per week themselves (refer to the Terms and Conditions document) or reduce their child's nursery provision to the core offer of 15 hours. **Note:** Core offer session days will be discussed and agreed at the time any change needs to be made.

Early Learning for two year old's (formerly known as FEET) Application No:		2 year old entitlement code	
Parent/carer National insurance number		30 hours eligibility code (11 digits)	

Please tick the preferred sessions if available:

2 year old	Breakfast Club 7.30- 9am 2 year old £10.80 April 2027 £11.10	Morning session 9am-12pm 2 year old (£25.95 session) April 202 £26.70	Lunch session for children staying 9-3 only	Afternoon session 12pm- 3pm 2 year old (£25.95 session) April 2027 £26.70	After school provision £8.65 per hour 2 year old Please state times 3-4pm 3-5pm 3-6pm April 2026 £8.90
Monday					
Tuesday					
Wednesday					

Thursday					
Friday					
Number of additional hours required £8.65 per hour for a 2 year old (APR 2027 £8.90) (Two year olds eligible for Early Learning for two year old's (formerly known as FEET funding) or Working Entitlement will receive 15 hours funded free entitlement and any additional hours required will be fee paying at market rates and subject to availability.)					One whole day = £51.90 FEB 2026 £53.40
3-4 year old	Breakfast Club 7.30-9am 3/4 year old £8.65 Apr 2027 £8.90	Morning session 9am-12pm 3/4 year old (£19.45 session) Apr 2027 £20.00	Lunch session for children staying 9-3 only	Afternoon session 12pm-3pm 3/4 year old (£19.45 session) Apr 2027 £20.00	After school provision £6.50 per hour 3/4 year old Please state times 3-4pm 3-5pm 3-6pm Apr 2027 £6.70
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Full days - Monday to Friday 9am-3pm IF eligible for 30 hours Working Entitlement - Eligibility confirmation code required for 30 hours FEE as shown above. All 3 and 4 year olds are eligible for 15 hours free entitlement, all additional hours will be fee paying at market rates (subject to availability.)					Please tick if this applies
Additional sessions £6.50 per hour for a 3/4 year old. APR 2027 £6.70					

5. Emergency Contact Information

1st Emergency Contact Name(s)	Work/Mobile Number	Other Telephone Number(s)
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2nd Emergency Contact Name(s)	Work/Mobile Number	Other Telephone Number(s)
Does the emergency contact number know you have shared their details? Please tick.	Yes	No

6. Parent/Guardian Declaration and signature:

I wish to apply for a place at Acorns Nursery and I have indicated the criterion under which I am applying for that place. I certify that I am the person with parental responsibility for the child named in Section 1 and that the information given is true to the best of my knowledge and belief. I understand that if I give any false or deliberately misleading information on the form and/or supporting documents, or withhold any relevant information, this may lead to the withdrawal of an offer of a nursery school place for my child. I understand that the school reserves the right to amend its provision of nursery.

Signature of Parent/Guardian:

Date:

Personal Information Policy –

We respect your rights and are committed to ensure that we protect your details and the information about your dealings with us. In accordance with the Data Protection Act 2018 and the General Data Protection Regulation (GDPR), we will use your information for the purpose of processing your application for a nursery place. We may share your information (but only the minimum amount of information necessary and only where it is lawful to do so) with Surrey County Council and other agencies (including schools, other councils, central government departments, law enforcement agencies, statutory and judicial bodies, contractors that process data on our behalf and medical advisors). We may also use and disclose information that does not identify individuals for research and strategic development purposes. You can find out more about how we manage your data on our website.