



REQUEST FOR A SCHOOL NURSERY PLACE

Once complete, please return this form to OLD PARK PRIMARY SCHOOL

Child's First Name	Child's Surname	Date of Birth			Male/ Female*
		Day	Month	Year	

	Parent/Guardian	Parent/Guardian
Name of Adult(s) (with parental responsibility)		
Relationship to the child:		
Home Address including Postcode		
Please tick Child's address		
Name and address of person child lives with if different to those provided		
Home Contact Number		
Mobile Contact Number		
Email Address:		
Are there any other names used by your child? If so, please give details:		
Is your child an asylum seeker/refugee?	Yes	No

If you have arrived in Britain within the last 3 years, please state Month and Year of entry and include a copy of your child's passport and visa.	Month:	Year:
Are you making this application on medical grounds? (Please circle and provide further information)	Yes / No	
During your child's 2-year check, were any concerns shared with you? (Please circle and provide further information)	Yes / No	
Has your child been referred to, or seen by any external professionals? (e.g. speech and language, occupational therapy, CAMHS, Early Years Inclusion Support, Paediatrician)	Yes / No	
Does your child have an Education Health Care Plan (EHCP)?	Yes	No
Does your child have any special educational needs?	Yes	No
Do you consider your child to have a disability?	Yes	No
Does your child have a sibling at Old Park Primary School?	Yes	No
If so, please give details:	Name:	Date of Birth:

	Name:	Date of Birth:
Name of previous Nursery Setting (if applicable)	Name: From: To:	

Session Requirements

Which session would you prefer your child to attend: Please indicate with a tick (✓) If you are open to both morning and afternoon, please tick both		
Morning (8.30am – 11.30am) <input type="checkbox"/>	Afternoon (12.15pm – 3.15pm) <input type="checkbox"/>	All Day - 30 Hours (8.30am – 3.15pm) <input type="checkbox"/>
Are you eligible for 30 hours? (Please read guidance for further information) https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-	Yes	No
Do you require Breakfast Club? (starts at 7.30am or 7.45am)	Yes	No
Do you require Afterschool Club? (Ends at 5pm or 5:30pm)	Yes	No

Sandwell MBC policy of providing nursery education is based on the DfE Code of Practice for the provision of Free Nursery Education Places for Three & Four Year Olds. You are allowed to access up to 15 hours of nursery education at a maximum of two settings, however, you must not exceed the 15 hours entitlement. By signing this application form you agree to abide by the Councils Policy.

Name	
Signature of Parent/Guardian	
Date:	

If any of your contact details change, please inform the school immediately as we will be unable to offer you a place without the correct information.

Data Processing Statement: The school is registered with the information Commissioners Office for holding personal data. The school has a duty to protect this information and to keep it up to date. The school is required to share some of the data with the Local Authority and with the DfE. All data is processed in line with the EU General Data Protection Regulation (GDPR). For more information, view our policy on our website www.oldparkprimary.com

Office Use Only

Date Form Received	Form Completed	Birth Certificate Received	Visa/Passport (if applicable)	Arbor	Applicant Spreadsheet