



Buckingham Park
Church of England Primary School

Jubilee Square, Buckingham Park,
Aylesbury, Buckinghamshire, HP19 9DZ

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Dear Parent(s),

Buckingham Park Nursery Admission

Thank you for your interest in Buckingham Park Nursery. We hope that the information on our website will be useful to you as you choose an early years setting for your child.

We have enclosed an application form should you wish to make an application for your child.

From September 2019, all our 3 and 4 year olds will be allocated five morning sessions (08.30 – 11.30am). This session will be fully-funded through the universal funding for 3 and 4 year olds.

In addition, we will also be offering a ‘lunch club’ and an afternoon session for a parents who would like their child to be at nursery for the entire day. The lunch club will be charged for all pupils. The afternoon session will be funded for children eligible for 30-hour funding, or offered at a cost to children who do not qualify for the additional funding.

The weekly pattern will be as follows:

	Morning Session	Lunch Club	Afternoon Session
	8.30am – 11.30am	11.30am – 12.30pm	12.30pm – 3.30pm
Normal Fee	Fully funded for all 3 & 4 year olds	£5 charge for all children (Parents must provide a packed lunch for their child)	£13.50 charge or funded for eligible children

Eligibility for 30 hours free childcare

You may be able to get up to 30 hours free childcare if your child is 3 to 4 years old. Your eligibility depends on:

- if you are working
- how much you earn
- your child’s circumstances
- your nationality

You can get 30 hours free childcare at the same time as claiming Universal Credit, tax credits, childcare vouchers or Tax-Free Childcare.

If you are working, you can usually get 30 hours free childcare if you (and your partner, if you have one) are in work. If you are not currently working you may still be eligible if your partner is working, and you get some particular benefits.

For more details, and to check your eligibility, please visit: <https://www.gov.uk/30-hours-free-childcare>

If your child is eligible for 30 hours free childcare, we would require parents to apply online (<https://www.gov.uk/apply-30-hours-free-childcare>) and then get a code to give to us. We will be unable to offer funded places without a code. You must confirm your details are up to date every 3 months or your code will expire. We will need to use your code every term to access the funding for you and we will only offer a place each term with the code.

Next steps

If you wish to apply for a nursery place for your child, please complete the attached form and return it to the school office.

If you have any questions, please do not hesitate to contact us through the school office.

Best wishes,

A handwritten signature in black ink, appearing to read 'Dan Fell', written in a cursive style.

Dan Fell
Headteacher

Buckingham Park Church of England School

Nursery Application Form

1. CHILD'S DETAILS

The **legal surname** is the one on your child's birth certificate, adoption certificate or change of name deed poll. Please tell us if your child uses a different surname on a day to day basis.

Legal surname	
First Name(s)	
Date of Birth	
Gender	Male / Female

The **address** on the application form should be your child's normal home address at the time of application. We may ask for proof of address should this be necessary.

Normal Home Address (This is the address at which the child normally lives)	Postcode:
Name and address of current (or most recent) school/nursery / playgroup (if applicable)	
If now left this setting, please give last date of attendance:	

2. YOUR DETAILS

The first part of this section should be completed with the details of all of the **parent(s)/carer(s)** living at the address shown in Section 1 who have parental responsibility for the child. You may also give us details of any other adult who has **parental responsibility** for the child.

You may find the following information regarding parental responsibility useful: *'If a father is not married to a child's mother, it may only be the mother who has responsibility for the child in law. This is automatic, from the birth of the child. The father may not have parental responsibility automatically, and can only acquire it by the mother giving it to him, or by the court ordering it. If the child was born after the 1st December 2003 and the father's name is on the birth certificate he will also have parental responsibility.'*

Name(s) of parents/carers living at normal home address	
Relationship to child	
Email address	
Home/Daytime telephone number	
Alternative telephone number (e.g. mobile)	
If another adult has parental responsibility but does not live at the same address as the child, please provide their name and address:	
Are you applying on behalf of a 'child in care' of a Local Authority?	YES / NO If 'Yes' please tell us which local authority supports the child and give a social worker contact name and telephone no: Social Worker contact name: Telephone number: Local Authority:
Does your child have a statement of special educational needs?	YES / NO
Does your child have any brothers or sisters attending Buckingham Park Church of England Primary School?	YES / NO If 'Yes' please give details of sibling's name and date of birth: (Siblings: please refer to our Nursery Admission Policy for a definition of sibling).

3. START DATE AND SESSION PREFERENCE

The Nursery morning session runs from 8.30am to 11.30 am and the afternoon session from 12.30 pm to 3.30 pm. A place in the Nursery requires your child to attend for five morning sessions.

The morning sessions are funded by universal 3 and 4 year old free entitlement. We also offer a chargeable lunch club and afternoon sessions. The lunch club is charged at £5 for each one-hour session (parents should provide a packed lunch). The afternoon sessions are £13.50 per session. If you are eligible for the extended 30 hours of free entitlement then you will need to obtain an eligibility code from

<https://www.gov.uk/apply-30-hours-free-childcare>

If you are not eligible for 30 hour funding, afternoon sessions can be booked and paid for. All sessions must be booked and paid for in advance.

Date admission required (The 'normal' start point is the term after your child's 3 rd birthday)	
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Session Choices (please tick)

	Morning Session 8.30am – 11.30am Funded for all 3 & 4 year olds (All pupils will be booked for 5 morning sessions)	Lunch Club 11.30am – 12.30pm £5 charge for all children (Optional)	Afternoon Session 12.30pm – 3.30pm £13.50 charge or funded for eligible children (Optional)
Monday	✓		
Tuesday	✓		
Wednesday	✓		
Thursday	✓		
Friday	✓		

4. PARENTAL DECLARATION

I certify that I have parental responsibility for the child named in Section 1, and that this application has the agreement of all parents/carers listed in section 2.

I confirm that the information I have provided is to the best of my knowledge correct and up to date. I understand if I give any false or deliberately misleading information on this form and/or supporting papers or withhold any relevant information, this may lead to the withdrawal of an offer of a school place for my child.

Signature of parent/carer: _____ Date: _____

PLEASE NOTE: ADMISSION TO THE NURSERY DOES NOT GUARANTEE ADMISSION TO THE SCHOOL. APPLICATIONS FOR A RECEPTION CLASS PLACE MUST BE MADE THROUGH THE BUCKS COUNTY COUNCIL ADMISSION TEAM.

Once completed you should return this form to the school office.