

**NURSERY APPLICATION – FOR SEPTEMBER 2019**  
**CLOSING DATE FRIDAY 22<sup>nd</sup> March 2019**



**For children who are 3 years-old on or before 31<sup>st</sup> August 2019**

Archibald First School offers 15 free hours of childcare per week which is offered as 2½ days and 30 hours childcare which is offered as 5 days per week in term time.

**Option 1 or Option 2 - 15 hours per week**

In applying for and accepting a nursery place at Archibald First School for 15 hours you are entering an agreement to use your initial 15 free hours with Archibald for the entire academic year of 2019-20.

**Option 3 - 30 hours per week**

For those parents who are eligible for the 30 hour code: In applying for and accepting a nursery place at Archibald First School for 30 hours, you are entering an agreement to use your initial 15 free hours and the additional 15 funded hours with Archibald for the entire academic year of 2019-20. You also agree to confirm your 30 hour code by the deadline requested by Newcastle City Council or you may either lose your child's additional 15 hour place or be charged the cost of the nursery place.

For those parents who are not eligible for the 30 hour code: For those who wish to purchase the additional 15 hours the cost will be approximately £70 per week (to be confirmed at a later date).

Option 1 – 15 hours

Monday: 8.45am – 3.15pm  
 Tuesday: 8.45am – 3.15pm  
 Wednesday: 8.45am – 11.30am

Option 2 – 15 hours

Wednesday: 12.30pm – 3.15pm  
 Thursday: 8.45am – 3.15pm  
 Friday: 8.45am – 3.15pm

Option 3 – 30 hours

Full time nursery place  
 Monday to Friday: 8.45am – 3.15pm

**Please Note: When submitting your application we need to see your child's birth certificate and proof of address.**

<b>Child's Surname:</b>	<b>Child's First Name:</b>
<b>Child's Date of Birth:</b>	<b>Boy / Girl:</b>
<b>Child's Address:</b>	
<b>Post Code:</b>	
<b>Telephone Number:</b>	<b>Email Address</b>
<b>Parent/carer's name: Mr/Mrs/Miss/Ms/Other</b>	

Is your child in public care, i.e. looked after by a Local Authority? **Yes / No**

If yes, which Local Authority looks after your child?

Please give the name of the social worker involved

Does your child have a statement of special educational needs? **Yes / No**

If your child suffers from a medical condition which you believe should be taken into account, please tick the box.

You must also attach a medical certificate. This will be referred to the health authority for consideration.

Please indicate your preference for a particular session by ticking the relevant box below.

It may not always possible to accommodate your choice. (Children must attend all sessions, ie Option 1, 2 or 3)

<b>Option 1</b> <input type="checkbox"/>	<b>Option 2</b> <input type="checkbox"/>	<b>Option 3</b> <input type="checkbox"/>
Monday: 8.45am – 3.15pm Tuesday: 8.45am – 3.15pm Wednesday: 8.45am – 11.30am	Wednesday: 12.30pm – 3.15pm Thursday: 8.45am – 3.15pm Friday: 8.45am – 3.15pm	Full time nursery place Monday to Friday: 8.45am – 3.15pm

Will your child have a brother or sister attending Archibald or any other school in September 2019? **YES/NO**  
If yes please give details below.

Name of Brother or Sister	Date of Birth	School attending

Have you submitted an application to any other Nurseries? **Yes / No**  
If yes please give names and where the nursery stands in your order of preference

School Name	Preference Position

### Nursery Admissions Policy

The admissions policy for Archibald First School is as follows:

- 1<sup>st</sup> Children in public care (looked-after children)
- 2<sup>nd</sup> The presence of a brother or sister in the school at the date of admission
- 3<sup>rd</sup> Recent history of attendance by a sibling at Archibald First School.
- 4<sup>th</sup> Children identified by the appropriate professional bodies as having 'special medical or social needs'.
- 5<sup>th</sup> The address of the child in relation to the school. (In the event of over subscription the address of a child will be used to make a final decision.)

Please note that nursery admission does not automatically guarantee a place in our Reception Year. It should be noted that an offer of a place may be withdrawn if information supplied by you on your application is intentionally misleading or fraudulent. **I have read the above and undertake to inform the school of any change of circumstances before the end of the Spring Term.**

#### Timetable of Nursery Process

7 <sup>th</sup> January 2019	Applications available to parents.
22 <sup>nd</sup> March 2019	Closing date for Nursery Applications to arrive in School.
29 <sup>th</sup> March 2019	Offer letter for nursery place posted to parents.
26 <sup>th</sup> April 2019	Deadline for parents to accept nursery offer.

#### **30 hours per week funded early education**

To determine if your child is eligible for 30 hours per week funded early education place please visit Newcastle City Council website <https://www.newcastle.gov.uk/schools-and-learning/childcare/30-hours-free-childcare-working-parents-0> for information.

This data will only be used in relation to your nursery application; we will not share this information with other organisations, and will only hold this information until 31 December 2019, unless you choose to be added to our waiting list. You can opt out of communication by contacting [admin@archibald.newcastle.sch.uk](mailto:admin@archibald.newcastle.sch.uk)

(FOR OFFICE USE ONLY)

Birth Certificate Seen	Evidence of child's home address seen	INITIALS
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