

St Joseph's

Pre-School Place Request

Telephone 01905 452772



Pre-School for Children Aged 2 to 4 years.

Admissions Criteria:

1/ Baptised Catholic children (see Note 1 below) who have a brother or sister (see Note 2 below) attending St. Joseph's Catholic Primary School at the time of admission.

2/ Baptised Catholic children (see Note 1 below).

3/ Non-Catholic children who have a brother or sister (see Note 2 below) attending St. Joseph's Catholic Primary School at the time of admission.

4/ Non-Catholic children.

Priority will be given in order of application to those requesting 15 hours or 30 hours funding per week.

Midday sessions can only be booked if your child is staying all day 8.45am to 3.15pm and priority will be offered to those booking full time (five days per week).

A minimum of 3 x sessions per week is required.

Note 1

For a child to be considered as Catholic, evidence of Catholic Baptism will be required. For a definition of a Baptised Catholic, see Pre-School Admissions Policy. Those who face difficulties in producing written evidence of Catholic Baptism should contact their Parish Priest.

Parents making an application for a Catholic child should provide a copy of the Baptism certificate, attached to the application request. If you do not provide the information, this is likely to affect your child's chance of being offered a place at this Pre-School.

Note 2

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents' marriage or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

The children must be living permanently in the same household.

Parents will be notified by letter, the term before the child is due to start, informing them if they have been successful in securing a place.

Oversubscription Criteria:

If there is over-subscription, then children will be put on to a waiting list, following the admissions criteria.

Fees and Funding

Early Years funding can be used flexibly across all the sessions in preschool. Sessions are only paid for when parents request more hours than their 15 hours or 30 hours funding. Invoices are emailed monthly.

For example:

If your child has 30 hours funding and you would like your child to attend from Monday to Friday 8.45am to 3.15pm this would be 32.5 hours per week. You would be invoiced for 5 x Midday sessions = £20 per week.

However:

If your child has 30 hours funding and you choose to book Monday to Thursday 8.45am to 3.15pm and Friday morning 8.45am to 11.45am, this is 29 hours per week, all the sessions would be free as the 30 hours funding is used for all the sessions.

Room	Morning Session 8.45am-11.45am	Midday Session 11.45am-12.15pm <i>Only available for full days</i>	Afternoon Session 12.15pm-3.15pm
Acorn Room (2 year olds)	£20.50 or 3 hours funding	£4 or 30 minutes funding	£20.50 or 3 hours funding
Oak Room (3 & 4 year olds)	£16.50 or 3 hours funding	£4 or 30 minutes funding	£16.50 or 3 hours funding

Meals and Snacks are provided by parents	• Pre-school provide milk (free) • Parents provide a water bottle to be brought in every day • Snacks are provided by parents • If your child stays for lunch, you are required to send them with a lunch box
Consumables	• If your child is in nappies, we request that you send a pack of nappies, wipes and nappy sacks to store in your child's basket • We will remind you when stocks are getting low • Sun cream we will ask parents to apply sun cream before sending them into pre-school
Additional voluntary services	• Parents would be asked for a voluntary contribution towards the cost of a trip or outing

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Child's Full Name:

Date of Birth:

Title: (Parent/Carer)		
Name:		
Address:		
Post Code		
Email address in CAPITAL LETTERS:		
Mobile telephone number:		
Is the above named child a Baptised Catholic?	YES	NO
Does the above named child have a brother or sister attending St. Joseph's Catholic Primary School at the time of admission into Pre-School?	YES	NO
	Name and Year:	

Please indicate which term and year you would like your child to start preschool:

September Year.....	January Year.....	April Year.....
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Early Years Government Funding.

My Child is not Funded.	2 Year Funded Child 15 Hours	2 Year Funded Child 30 Hours	3 and 4 Year Funded Child 15 Hours	3 and 4 Year Funded Child 30 Hours

Wraparound Care - St Joseph's School offers Wraparound care for children from 3 years old - 11 years, Breakfast Club from 7.30am and After School Club to 6pm

Please indicate below Sessions/Days required.

Please note midday sessions can **only** be booked for those children staying all day, (you will need to provide a healthy lunch box)

Days	Morning Session 8.45am - 11.45am	Midday Session 11.45am - 12.15pm Only available for full days	Afternoon Session 12.15pm - 3.15pm
Two Year Olds	£20.50 or 3 hours free funding	£4.00 or 30 minutes free funding	£20.50. or 3 hours free funding
Three and four Year Olds	£16.50 or 3 hours free funding	£4.00 or 30 minutes free funding	£16.50 or 3 hours free funding
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Tick below

I have attached a copy of my child's birth certificate	
I have attached a copy of my child's Catholic Baptism certificate	

PRINT NAME:

PARENT SIGNATURE: **DATE:**