



CENTRAL@RLK

POLICIES AND PROCEDURES

10.3 APPLICATION TO JOIN

Name of Child:	
Date of Birth:	MALE / FEMALE
Name of person(s) completing this form:	
Home Address:Postcode:.....	
Telephone No(s):/.....	
Email Address:	

PLEASE TICK UP TO 15 HOURS WORTH OF FUNDING						
Please tick to state your preferred choice of sessions:	Monday (9-12)		Monday (12-3)		Monday (9-3)	
	Tuesday (9-12)		Tuesday (12-3)		Tuesday (9-3)	
	Wednesday (9-12)		Wednesday (12-3)		Wednesday (9-3)	
	Thursday (9-12)		Thursday (12-3)		Thursday (9-3)	
	Friday (9-12)		Friday (12-3)		Friday (9-3)	
UNFUNDED SESSIONS WILL BE CHARGED AT A FEE OF £11.85 PER 3 HOUR SESSION - 3 & 4 YEARS OLD £14.85 PER 3 HOUR SESSION - 2 YEAR OLDS						



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Please state any other UNFUNDED hours you would like to request:	
Preferred Start Date:	
For EYPP & 2 Year old funding eligibility check, please supply the following:	
Parents Name:	
Parents date of birth:	
National Insurance Number:	
Funding Details	
Do you want your 2 year old funding at Central@RLK?	YES/NO
Do you want your 3 year old funding at Central@RLK?	YES/NO

Please note that we are unable to guarantee your preferred sessions, we will try to accommodate your choice; however we can only offer sessions we have available. On receipt of this form we will contact you with details of the sessions we are able to offer you and your child.

Please indicate if there is any day(s) you <u>cannot</u> attend:	
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I UNDERSTAND THAT IF I/WE NO LONGER NEED A PLACE FOR THE ABOVE MENTIONED CHILD, I/WE WILL INFORM CENTRAL PRE-SCHOOL, IN WRITING, AS SOON AS POSSIBLE.

Signed: _____

Date: _____

Print Name: _____



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This policy was adopted at a meeting of	Central@RLK
Held on	27th July 2015
Date to be reviewed	July 2016
Signed on behalf of the management committee	
Name of signatory	Rebecca Davies
Role of signatory (e.g. chair/owner)	Chairperson