



WELCOME TO ORCHARD VALE NURSERY!



Nursery application form

DETAILS ABOUT YOUR CHILD			
Full Name			
Gender			
Date of Birth <i>(Certificate required)</i>		Religion <i>(If any)</i>	
Home Address <i>(This must be where the child is normally resident, Including Post code)</i>			
DETAILS ABOUT YOU			
Name of Parent/Guardian <i>(Delete as appropriate)</i>			
Home Address <i>(If different from above)</i>			
Telephone	Home		
	Mobile		
	Work		
Email Address			
Your relationship to the child			
Do you have parental responsibility to the child?			
Emergency Consent (e.g. the school has permission to give/arrange/emergency treatment)		Yes/No <i>(Please delete as appropriate)</i>	
Emergency Contacts <i>(Minimum of two)</i>	Name:	Name:	
	Address:	Address:	
	Telephone Home:	Telephone Home:	
	Mobile:	Mobile:	

Details of siblings

Full Name	D.O.B	School/s (if applicable)

Nursery Sessions



- 8.30am - 11.30am **only** (3 hours) - Morning sessions
- 12.30pm - 3.30pm **only** (3 hours) - Afternoon sessions
- 8.30am - 3.30pm **ALL DAY** - 7 hours total to include lunchtimes

N.B If you would like to stay for the lunchtime session, either at the end of the morning session or before the afternoon session, we are happy to accommodate that.

Please tick the following statement that would apply to you and your entitled hours:

I would like to use my universal 15 hours funded

I would like to use my 30 hours Extended Entitlement

I have completed the online eligibility calculator, my unique 11 digit code is _____

(appropriate checks will be made before the confirmation of 30 hrs entitlement)

I hereby give permission for my details to be shared with Devon County Council:

Signed.....

Date.....

MEDICAL HISTORY

GP's Name	Surgery Address	Telephone Number

Does your child have any medical conditions? *(please give details)*

Does your child have any dietary requirements? *(please give details)*

Will your child be attending any other Nursery setting whilst at Orchard Vale? *(If yes please give details)*

Which school will your child be attending?

Ethnic/Cultural

Our ethnic background describes how we think of ourselves. This may be based on many things, including, for example, our skin colour, language, culture and ancestry or family history. **Ethnic background is not the same as nationality or country of birth.** The information commissioner recommends that young people ages 11 years old or above have the opportunity to decide their own ethnic identity. Parents, or those with parental responsibility, are asked to support or advise those children aged over 11 in making this decision wherever necessary.

Please tick one in each of the three categories (Ethnicity, Home language/Mother Tongue and Religious Affiliation)

ETHNICITY

White

- British ___
- Irish ___
- Traveller of Irish Heritage ___
- Gypsy/Roma ___
- Greek/Greek Cypriot ___
- Turkish/Turkish Cypriot ___
- Western European *Note 1* ___
- Eastern European *Note 2* ___
- Other *Note 3* ___

Mixed

- White & Black Caribbean ___
- White & Black African ___
- White & Asian ___
- Any other mixed Background ___

Asian and Asian British

- Indian ___
- Pakistani ___
- Bangladeshi ___
- Any other Asian Background ___

Black or Black British

- Caribbean ___
- African ___
- Any other Black background ___

Chinese

- Hong Kong Chinese ___
- Other Chinese *Note 4* ___

Any Other Ethnic Background

- Afghan ___
- Arab *Note 5* ___
- Filipino ___
- Iranian ___
- Japanese ___
- Malay *Note 6* ___
- Thai ___
- Any other Ethnic group *note 7* ___

NOTES:

1. Western European includes: Italian, French, German, Spanish, Portuguese and Scandinavian.

2. Eastern European includes: Russian, Latvian, Ukrainian, Polish, Bulgarian, Czech, Slovak, Lithuanian and Romanian.

3. Other White Background includes: any white category not previously mentioned e.g. Albanian, Australian, Bosnian-Herzegovina, Canadian, Croatian, Kosovan, New Zealander, North American, Serbian/Yugoslavian.

4. Other Chinese includes: Mainland Chinese, Malaysian Chinese, Taiwanese, any other non-Hong Kong Chinese.

5. Arab includes: Palestinian, Kuwaiti, Jordanian and Saudi Arabian.

6. Malay includes: Malaysian other than Malaysian Chinese (see note 4).

7. Any other Ethnic group includes any ethnic group not previously mentioned e.g. Egyptian, Iraqi, Korean, Kurdish (Inc. Kurdish pupils from Iraq, Iran and Turkey), Latin/South/Central American (Inc. Cuban and Belizean), Lebanese, Moroccan, Polynesian (Inc. Fijian, Tongan, Samoan & Tahitian), Vietnamese, Yemeni.

HOME LANGUAGE/MOTHER TONGUE

Note to School: please ensure that the 'Mother Tongue' category is also completed from the information given below.

- Bengali ___
- Chinese ___
- English ___
- Greek ___
- Gujarati ___
- Hindi ___
- Italian ___
- Punjabi ___
- Portuguese ___
- Spanish ___
- Turkish ___
- Urdu ___
- Other* ___
- Decline to Answer ___

RELIGIOUS AFFILIATION

- Baha'i ___
- Buddhist ___
- Christian: Anglican ___
- Christian: Roman Catholic ___
- Christian: Other ___
- Hindu ___
- Jewish ___
- Muslim ___
- Sikh ___
- Other* ___
- No Religion ___
- Decline to Answer ___
- *Please Specify

I do not wish an ethnic background category recorded on file

This application form has been completed by.....Parent/Guardian

Signed.....Print.....Date.....

Please return your completed application form to the school office.

Orchard Vale Community School
Westacott Road
Barnstaple
Devon
EX32 8QY

Head Teacher – Fiona Pearce



ORCHARD VALE COMMUNITY SCHOOL - NURSERY



Terms and Conditions

Notes for Guidance

Parties to the Contract. It is essential that the names and addresses of all parents/guardians are held, including the address of residence of your child. It is also important that all matters relating to access and custody of the child are recorded.

Public Liability Insurance. It is a requirement that we hold Public Liability Insurance and the insurer, policy number and expiry date are duly noted.

Name of Child. It is important that the full name of your child is recorded and any name by which your child is known, if this is different.

Particular Needs of the Child. It is important for us to know if your child has any specific needs with regard to diet, religion, culture or health. These should be discussed fully.

Bringing/Collecting Children. It is important that you advise us of who will normally bring and collect your child. We will **not** release a child into anyone's care other than those persons originally sanctioned by you, unless your specific express permission has been received in good time. It is important for you to advise us if there is any change in circumstances regarding access, residence or contact.

Contracted Hours. It is important to note that all additional hours you choose for your child to undertake, are in place for one term and cannot change during that term. If changes to additional hours are required, you should speak to the Head of Foundation to discuss implementing the change to additional hours in the following term.

Statutory Public Holidays. If a statutory public holiday falls within the normal contracted hours, then we will **not** charge you as normal, as the nursery will be closed.

Parental/Child Sickness. In the event of either you or your child being unable to attend due to sickness, then **we will** charge the full rate, as per the contracted hours.

Parental/Child Holidays. In the event of the parent or child not attending due to holidays, then **we will** charge you the full rate, as per the contracted hours.

Closure. In the unlikely event that we are closed or unable to provide care, then **no fee** will be payable for the contracted hours care is unavailable.

Fees due. All Nursery fees are payable, in advance, in two equal instalments. These instalments are payable at the beginning of each half term, for the term being billed for. **If fees are unpaid, the Nursery reserve the right to withdraw the additional 'paid hours' at any time.**

Contract Termination. Under normal circumstances, both parties may terminate this contract, ideally giving one half term's calendar notice.

Parent to sign:

Signed: _____ Print Name: _____

Date: _____