



Nursery Request for Place Form

If you are interested in a place for your child in Blackpool Gateway Nursery please complete this form alongside the Blackpool Gateway Academy Application Form and return it to:

EYFS Lead: Sue Robinson

Address: Blackpool Gateway Academy Nursery, Seymour Road, Blackpool FY1 6JH

ALL children in England get 570 free hours per year. It's usually taken as **15 hours a week for 38 weeks of the year**. You can get it from the term after your child's 3rd birthday.

You may be able to get up to **30 hours free childcare**. If you're eligible for the extra hours, you sign up online to get a code to give to your childcare provider to reserve your place. You'll get the extra hours once the next term starts. You can usually get 30 hours free childcare if you (and your partner, if you have one) are:

- in work - or getting parental leave, sick leave or annual leave
- each earning at least the [National Minimum Wage or Living Wage](#) for 16 hours a week - this is £120 if you're over 25

Please ask at the school office if you want any further information regarding the above.

PART 1: ADMISSIONS CRITERIA

In the event of the nursery being oversubscribed the Governing Body's criterion gives priority to the following children:

1 Looked After Children* as required by the Education and Inspections Act 2006 and the Education (Admission of Looked After Children)(England) Regulations 2006.

*A Looked After Child is a child in the care of the Local Authority or provided with accommodation by the Authority (as defined in Section 22 of the Children's Act 1989) at the time of application and allocation. This definition has been extended to include adopted children who were previously in the care of the local education authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989.

2 Siblings. Priority is given to children who have siblings attending Blackpool Gateway Academy at the time of application and who will be attending at the time of admission. This includes full brothers and sisters who may not live at the same address. Stepchildren or foster children who live at the same address are also classed as siblings. You must give full details of all siblings in the application.

3 Reception Place. Priority would be given to children who have been offered a place at Gateway Academy for the following September.



4. Higher/Further Education. A child whose parent is in higher/further education.

PART 2 : ADDITIONAL INFORMATION

Please provide any additional information that you would like to be considered during the allocation process:

PART 3: TIMESCALES

Timescales for dealing with Blackpool Gateway Nursery admissions are as follows:

- Request for Place Form/ Application Form to be submitted to the nursery and the parent/carer advised whether or not there is a place available for their child within five working days of the forms being received;
- Child to take up the suitable place on a date to be agreed with the EYFS Lead.
- An appropriate settling in period for the child will be agreed with the parent/carer.
Normal procedure will be:
 1. **Stay and Play Session** (1 hour) - an opportunity for you to come into nursery meet our Early Years Teacher and explore our environment with your child.



2. **Settling in Session (1 hour)** This is a pre-booked session in which parents may leave premises if child is happy and all paperwork has been completed.

- Agreed fees/costs must be paid in advance of your child commencing at Blackpool Gateway Nursery.
- Places are subject to:
 - All required paperwork being completed
 - All required documentation being provided
 - All contracts, permissions and forms signed as per nursery requirements

PART 4: DETAILS OF THE PLACE REQUESTED

Date you require your child's place to start: _____

Please indicate which hours you require each day. **Extra charge sessions (breakfast and after school) are limited due to staffing ratios and need to be booked in advance.** You are not able to use your free entitlement against breakfast and after school sessions.

Fees per hour are £4.00, for example, **£12 for a morning or afternoon session.**

Term Time Only	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Breakfast Session 8.00am - 8.45am Extra charge of £2.50 per hour					
Morning Session 8.45am to 11 45am					
Afternoon Session 12.15pm to 3.15pm					
Evening Session 3.15 - 5.45pm Extra charge of £6.50					
All Day 8.45am - 3.15pm Must bring a packed lunch.					



All Day 8.45am - 3.15pm Extra charge of £1.50 would include a hot lunch if required.					
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Provisional calculation of weekly charges: £.....(office to complete)

Please delete as appropriate

- I will be accessing 15 hours through the 3 year old free entitlement Yes / No
- I will be accessing 30 hours through the 3 year old free entitlement Yes / No
- I will be paying for some or all of my child's nursery provision Yes / No
- Are you intending for your child to attend Blackpool Gateway Academy? Yes / No

Please Note : You will need to give notice to any other setting that you receive Local Authority funding for.

I agree that the information I have provided in this form is correct.

Signed: Parent(s)/Carer(s)..... Date.....