



## APPLICATION FORM FOR ADMISSION TO NURSERY

The Data Protection Act (2018) and the Education (School Records) Regulations (1989) protect this strictly confidential information, stored on the school's student records database.

Our Pupil Privacy Notice and Parents/Carers Privacy Notice record how we use personal information and what we do with it. Such Privacy Notices can be found on the school and the Active Learning Trust's website. Hard copies are also held by the school office.

**Please note: Admission to Nursery class does not guarantee a place in the Reception year of the school. At the appropriate time parents will need to complete a SCC application form and school places will be allocated according to the Local Authority's published admission arrangements.**

**PLEASE COMPLETE IN CAPITAL LETTERS**

| Child's details  |                    |              |
|--|--------------------|--------------|
| Child's legal last name:   | First name:        | Middle name: |
| Child's date of birth:   | Gender Male/Female |              |
| Is the child a looked after child (child in care) or previously looked after? Yes / No<br><i>If you have ticked Yes, please attach evidence with your application.</i> |                    |              |
| Will your child have a sibling at the school at the time they start Nursery? Yes / No<br>If you have ticked Yes, please provide name of youngest sibling: .....        |                    |              |
| Child's current address:<br><i>If you are moving and want future address to be considered please provide evidence</i>  | Postcode:          |              |
| Name of current Preschool (if applicable) and contact number:  |                    |              |

| Applicant's details                       |                 |                        |
|---|-----------------|------------------------|
| Title: Mr / Mrs / Miss / Ms<br>Last name: | Initials:       | Relationship to child: |
| Telephone number:<br>Mobile Number:       | E-mail address: |                        |
| Address (if different to the child's):    | Postcode:       |                        |

Preferred Nursery session: Morning  Afternoon  All Day

*A more detailed breakdown of sessions will be discussed nearer your child's admission to Grove. We always endeavour to offer you your preferred session, but these cannot be guaranteed. If these are not available and there are alternatives, we will offer you one of these. Morning sessions fill up first.*

**The above information is true to the best of my knowledge and belief.**

**Parent or Carer's signature:** ..... **Date:** .....

***Please bring your child's birth certificate together with your completed application form to the school***

| <b>FOR OFFICE USE ONLY</b>  |               |  |
|---|---------------|--|
| Application checked & date stamped                                    | Yes / No      |  |
| Birth certificate seen & DOB cross referenced to application form     | Yes / No      |  |
| Evidence of LAC/ Adoption/ Child Protection Plan seen (if applicable) | Yes / No / NA |  |
| Siblings verified (if applicable)                                     | Yes / No / NA |  |

**Signed by:** .....

**Dated:** .....