



NURSERY APPLICATION FORM for September 2022
The closing date is Friday 25th March 2022

Dear Parents and Carers

Our Nursery provision is Monday and Tuesday 8.30am to 3.30pm, and 8.30 to 11.30am Wednesday; this gives the 15 hour entitlement, for the 38 school weeks. If you have an entitlement of 30 hours, we have an external company called Orchids who can provide care for the second half of the week and also wrap around care. Please see the accompanying information sheet which explains entitlement, admission criteria and gives Orchids details.

If you would like your child to be considered for a nursery place, please complete the form below.
Application forms can only be accepted with the birth certificate and council tax bill (proof of address).

Child's Details

Legal Surname: _____ Legal Forename: _____

Preferred names _____ Gender: _____

Date of Birth: _____

Address: _____

Postcode: _____

Do you have another child who attends WLPS? Yes No

If yes, please give the name of your youngest child who attends WLPS _____

Previous day care/nursery/childminder/stay & play : _____

Medical conditions/Special Needs: _____

Parent/Carers Details

Parent/Carer 1 Name with title: _____

Telephone numbers: Home: _____ Mobile: _____

Parent/Carer 2 Name with title: _____

Telephone numbers: Home: _____ Mobile: _____

Signed: _____ Dated: _____



Nursery Entitlement

As a Birmingham City Council school, we have a duty to protect the public funds we administer. If you are offered a place with us, we may use the information you provide, within the Council for the prevention and detection of fraud, protect public funds, or where otherwise required or permitted by law.

15 hours: All three and four year olds are entitled to the 15 hours' universal entitlement.

30 hours: To be eligible for a 30 hours extended entitlement place for a three or four-year-old, you must earn less than £100,000 and meet one of the following criteria: Single parents working at least 16 hours per week on the minimum wage, Couples – both working at least 16 hours per week on minimum wage; one parent is employed and the other parent is in receipt of carers' benefits, specific disability or incapacity benefits. Working parents includes those on statutory sick pay and parental adoption, maternity or paternity leave. Please note that parents cannot receive extended entitlement funding at a new provider if they start attendance during their grace period (the "grace period" is the short period when funding will continue to be paid to a provider after a parent has lost their extended entitlement). Should you no longer be eligible for 30 hours (extended entitlement), you will still be eligible for the 15 hours' early education universal entitlement. **Where your child attends 2 settings or more, you should choose which setting will be funded for the universal 15 hours.**

If parents do not reconfirm their 30 hours' eligibility every 3 months as directed by the HMRC, they will be liable for the following term's extended hour's fees. Parents should review their HMRC childcare accounts for reconfirmation deadline dates. Please note 30 hours cannot be funded until the term after eligibility is confirmed. Funding can only continue each term if eligibility is reconfirmed by parents every 3 months.

Child DLA: Three and four-year-old children in receipt of child DLA and who are receiving the early education entitlement, are eligible for the Disability Access Fund (DAF). DAF is paid to the child's setting at a fixed annual rate of £615. Please note, this payment is not made for 4 year olds in Reception classes. This is an annual payment and is only payable to one provider each financial year. If the child is attending more than one provider, parents should complete this form with each provider they attend, including schools.

If your child is splitting their free entitlement across two or more settings,

the condition of a place at WLPS is that we (WLPS) is the **universal provider**.

It is the universal provider that retains the funding should the extended entitlement be lost.

You will be asked to complete the 30 hour entitlement form.

Nursery Admission Criteria

We accommodate 39 children.

- 1) Looked after children
- 2) Siblings; brother or sister who will still be in attendance when the child starts
- 3) Distance; children who live nearest the school measured in a straight line

Please Note: Years can vary, but a good proportion of the 39 children offered places, if not all, will be siblings. It is possible that either no, or very few, places will be given out to non-siblings, i.e. to distance. *We would therefore advise you to apply to several nurseries if your child is a sibling but you live further away from school, or your child is not a sibling. If you are not offered a place with us, hopefully you will have an alternative provision.*

Orchids

Please visit Orchids website if you would like to know more about them: www.orchidschildcare.co.uk

Their email address is: info@orchidschildcare.co.uk

Their office telephone number is 01789 772017