**Registration Form**

**PLEASE COMPLETE CLEARLY IN BLOCK CAPITALS THANK YOU**

Please indicate which nursery provision you require by circling the

setting name below

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **The Lloyd Park Centre** | | **The Higham Hill Centre** | | |
| 1. | Name of Child: |  | Siblings: Yes or No | |
| 2. | Address:  (Including Postcode) |  | | |
| 3. | Parent/Carer Name:  Phone/Mobile No:  E-mail Address |  | | |
| 4. | Parent/Carer Name:  Phone/Mobile No:  E-Mail Address |  | | |
| 5. | Date of Birth: (Child) |  | | Male/Female |
| 6. | Home languages spoken? |  | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Daycare – All Year** | | | **M** | **T** | **W** | **T** | **F** | **Office Notes** |
| **Baby**  **Unit** | Full Daycare  8:00am-5:50pm | |  |  |  |  |  |  |
| **2-3yr** | Full Daycare  8am-5.50pm | |  |  |  |  |  |
|  | Part Time  8am-1.30pm | |  |  |  |  |  |
|  | Part Time  1.30pm-5.50pm | |  |  |  |  |  |
| **3-5yr** | Full Daycare  8am-5.50pm | |  |  |  |  |  |
|  | Part Time  8am-1.30pm | |  |  |  |  |  |
|  | Part Time  1.30pm-5.50pm | |  |  |  |  |  |
| **Sessional - term time** | | Monday to Friday | | | | | |  |
| 2yr/3y FEEE | 9am- 12pm Lloyd Park or Higham Hill |  | | | | | |  |
| 30hrs FEEE | 9am-3pm Higham Hill Centre |  | | | | | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 8. If your child is eligible for the Free Early Years Education Entitlement please circle “YES” to the relevant funding option below and where necessary provide the appropriate Code. For those parents claiming the 30hrs Free Early Education Entitlement (Universal & Extended) please provide the National Insurance Number/s and Date of Birth of parent/s used in the application | | | | | |
| 2yr Funding: | Yes | 3yr Funding 15hrs | Yes | 3yr Funding 30hrs | Yes |
| Code: | | No Code Required | | Code: | |
| 30hrs FEEE Parent/s (Only) | | Parent 1: NI Number | | Parent 2: NI Number | |
|  | |  | |  | |
|  | | Parent 1: Date of Birth | | Parent 2: Date of Birth | |
|  | |  | |  | |

|  |  |  |
| --- | --- | --- |
| 9 | In line with the Children Act, priority for admission is given to children in Need. Please tell us if feel you meet the Admissions criteria?  For further information, please see our Admission Policy Statement |  |
| 10 | Are you classed as a critical worker as defined in the November 2020 critical workers who can access schools and educational settings?  Please outline job role |  |
| 11 | How did you hear about the charity? |  |

12: Please tick the box which best describes your child.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| White British |  | Asian Indian |  | Black British Caribbean |  | Mixed White Black Caribbean |  |
| White Irish |  | Asian Pakistani |  | Black British Other Black Background |  | Any Other Mixed Background |  |
| White Other |  | Asian Other |  | Mixed White Asian |  | Another Ethnic Group – Chinese |  |
| Asian Bangladeshi |  | Black British African |  | Mixed White Black African |  | Another Ethnic Group |  |
| Unspecified |  |  |  |  |  |  |  |

13: I am applying for a **Daycare Place** for my child. I have paid a registration fee of **£22.40,** per setting which I wish to register with and is non-refundable and does not guarantee a place. I have been informed about the length of the waiting list.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Data Protection (GDPR) Why the Lloyd Park Children Charity collects and use your information.**

We use this information to:

* Enable us to carry out specific functions for which we are response
* Derive statistics which inform decisions such as the funding of children & Family Centres
* Assess performance and to set targets for Children & Family Centres
* Inform you about our services for you and your child

We do not share information about you or your children with anyone without consent unless the law allows us to do so. Your application will be made inactive once your give notice and leave the centre.

Requesting access to your data.

Under data protection, you have the right to request access to information that we hold about you. This request is called a Subject Access (SAR) please contact the centre. If you have a concern or complaint about the way we are collecting or using your personal data, you should raise your concern at one of our centres with a manager.