



Langley Park
Primary Academy

Seedlings Nursery Application Pack

Name of Child:

.....

Seedlings Nursery
Langley Park Primary Academy,
Edmett Way, Maidstone, Kent, ME17 3FX
E-mail: contactus@langleyparkprimaryacademy.org.uk

Seedlings Nursery

Thank you for applying for a place at Seedlings Nursery, Langley Park Primary Academy. The Nursery is open Monday – Friday 8.45am-3.30pm with wrap around care provided between 7.30-8.45am and 3.30-6.00pm.

As a nursery we provide care for children aged three and four years of age.

Costing within the nursery day for the 2019/2020 academic year:

7.30am -8.45am - Breakfast Wrap Around Care with a cost of £4.75 per hour.

8.45am -11.45am Funded Morning Session (where applicable).

11.45am -12.30pm Lunchtime session. Additional cost of £3.56 for attending. Children have the choice of bringing a packed lunch from home or having a cooked dinner for an additional cost of £2.35.

12.30pm -3.30pm Funded Afternoon Session. (where applicable).

3.30pm - 6.00pm After Nursery Wrap Around Care with a cost of £4.75 per hour.

A child attending 8.45-3.30 and claiming 6 hours of funding will be charged £3.56 per day. If you choose to have a school cooked lunch on top you would be charged £5.86 per day.

Nursery Funding

As a nursery we are able to accept **15 hours of free childcare** for all children aged 3 or 4 years old.

Each session amounts to 3 hours of free childcare provision. For example, if your child attends every morning session this will complete your 15 hours free childcare entitlement.

We are also able to accept **30 hours of funding** to those whom are eligible.

If your child were to attend a full day 8.45am -3.30pm this would equate to 6 hours of free childcare provision from your 30 hours entitlement. If you have any questions in regards to your 30 hours entitlement please speak to Catharine Rotherham in the main school office.

For additional information in regards to 15 hours and 30 hours funding please visit:

<https://www.childcarechoices.gov.uk/>

The uniform within our nursery consists of;

- A dark blue sweatshirt/jumper.
- Tracksuit or leggings or shorts in the Summer (no denim).
- Footwear should be velcro shoes to promote the children's independence.
- Wellies for outdoor/wet activities.
- A named bag containing a change of clothes should your child need them.
- A named water bottle.
- A named suntan lotion bottle for the warmer weather.
- We asked that all clothing and belongings are clearly named to ensure that they go back to their owner.

Admissions into the nursery.

At present we currently have two admissions into nursery each academic year. These are in **September** and then again in **January**.

Seedlings Nursery Enrolment Form

Name of Child:		Male / Female
Date of Birth:		
Child's Nationality:		
What is your Child's Ethnic Group?	<p>Choose circle one option that best describes your ethnic group or background:</p> <p>White</p> <ol style="list-style-type: none"> 1. English/Welsh/Scottish/Northern Irish/British 2. Irish 3. Gypsy or Irish Traveller 4. Any other White background, please describe <p>Mixed/Multiple ethnic groups</p> <ol style="list-style-type: none"> 5. White and Black Caribbean 6. White and Black African 7. White and Asian 8. Any other Mixed/Multiple ethnic background, please describe <p>Asian/Asian British</p> <ol style="list-style-type: none"> 9. Indian 10. Pakistani 11. Bangladeshi 12. Chinese 13. Any other Asian background, please describe <p>Black/African/Caribbean/Black British</p> <ol style="list-style-type: none"> 14. African 15. Caribbean 16. Any other Black/African/Caribbean background, please describe <p>Other ethnic group</p> <ol style="list-style-type: none"> 17. Arab 18. Any other ethnic group, please describe..... 	
Religion:		
Home Language:		
Does your child receive any support for a learning disability or disabilities? If Yes please give details:	<p>Communication and Interaction</p> <p>Social, Emotional and Mental Health</p> <p>Please give details:.....</p> <p>.....</p>	<p>Cognitive and Learning</p> <p>Sensory and / or Physical</p>

Parent / Guardian / Emergency Contact Details

Parent / Guardian Name 1:	
Address of Parent / Guardian 1:	
Contact Numbers of Parent / Guardian 1:	
Parent / Guardian Name 2:	
Address of Parent / Guardian 2:	
Contact Numbers of Parent / Guardian 2:	
Alternative Contact Name:	
Alternative Contact Address:	
Alternative Contact Number:	
Relationship to Child:	
Emergency Contact Name:	
Emergency Contact Number:	
Relationship to Child:	
Emergency Contact Address:	

Medical Details

Name of Doctor:							
Address of Surgery:							
Telephone Number of Surgery:							
Immunisations – please circle those received:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Whooping Cough</td> <td style="width: 33%;">Polio</td> <td style="width: 33%;">Diphtheria</td> </tr> <tr> <td>Meningitis</td> <td>Tetanus</td> <td>MMR</td> </tr> </table>	Whooping Cough	Polio	Diphtheria	Meningitis	Tetanus	MMR
Whooping Cough	Polio	Diphtheria					
Meningitis	Tetanus	MMR					
Number of weeks gestation your child was born at: For example: 40 weeks and 5 days.							
Medical Conditions (Asthma, Eczema etc.)							
Any Allergies:							
What are the signs of the allergies?							
Regular medication:							
Prohibited Food:							
Previous illnesses (e.g. measles, mumps, etc.)							
Health Visitor's Name:							
E-mail address to be contacted on in regards to confirming whether your child has gained a space within Seedlings nursery:							

Consent Forms

Please complete the consent forms below, deleting any sections that you do not agree to and discuss these further with the school.

MEDICAL:

I give my permission for the staff at the Nursery, Langley Park Primary Academy to seek medical advice about my child should they feel it necessary.

I give permission for my child to receive medication as instructed and any emergency dental, medical or surgical treatment, including an anaesthetic or blood transfusion, as considered necessary by the medical authorities present.

Signed:..... Date:.....

Name:.....Child's Name:.....

OUTINGS:

I give permission for my child to be taken off the school premises for short local outings of an educational nature. I understand that educational outings further afield in support of the curriculum will be dealt with as they arise, and specific permission sought prior to the trip.

Signed:..... Date:.....

Name:..... Child's Name:.....

PUBLICITY PHOTOGRAPHS ETC INVOLVING MY CHILD:

I give permission for the school to use photographs etc. of my child. I understand that where I have indicated that my child's photograph or video image may be used, this will be for school and curriculum purposes and may be used for displays, promoting a positive image of the school, website, newsletters, press releases etc. and that my child's name will not be included in published images.

Signed:..... Date:.....

Name:..... Child's Name:.....

HEAD LICE AND SUN CREAM:

I agree to a member of school staff checking my child's hair for head lice, if necessary, and to apply sun cream if I provide it.

Signed:..... Date:.....

Name:..... Child's Name:.....

JEWELLERY (INCLUDING EARRINGS) AND WATCHES:

It is the policy that children must not wear any jewellery in nursery. Special permission can be obtained if a child needs to wear an S.O.S. medallion for medical reasons. No hoops, ring or dangling earrings can be worn. The only permitted style is "small studs".

Signed:..... Date:.....

Name:..... Child's Name:.....



Parental Consent for Images – Conditions of Use

- This form is valid for the period of time your child attends the academy. The consent will automatically expire after this time.
- We will not re-use any photographs or recordings after your child leaves the academy without additional consent.
- We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image, on video/DVD, on our website, in our prospectus or in any of our other printed publications.
- We will not include personal addresses, emails, telephone numbers, fax numbers on video, on our website, in our prospectus or in other printed publications.
- If we use photographs of individual children then we will not use the name of that child in the accompanying text or photo caption without your consent. If we name a child in any text then we will not use a photograph of that child to accompany the article.
- We may include pictures of children and staff that have been drawn by the children.
- We may use group photographs or footage with general labels, such as 'making Christmas decorations'.
- We will only use images of children who are suitably dressed.
- We will discuss the use of images with children in an age appropriate way to role model positive behaviour.
- This consent can be withdrawn by the parent/carer at any time by informing the academy in writing.

May we use your child's photograph/image in displays around the academy?	Yes / No
May we record your child's image or use videos for assessments, monitoring or other educational uses within the setting? (these images or recordings will be used internally only)	Yes / No
May we use your child's photograph/image in our prospectus and other printed publications within the Trust that we produce for educational and promotional purposes?	Yes / No
May we use your child's image on our website or other electronic communications?	Yes / No
May we record your child's image on webcam for appropriate curriculum purposes?	Yes / No
Are you happy for your child to appear in the media e.g. if a newspaper photographer or television film crew attend an event organised by the setting?	Yes / No
Are you happy for the school to print images of your child electronically?	Yes / No
May we use your child's image in web initiatives such as our Post 16, Alumni and other material?	Yes / No

I have read and understood the conditions of use and I am also aware of the following:

- Websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.
- I/we will discuss the use of images with our child/ren to obtain their views, if appropriate.
- As the child's parents/guardians, we/I agree that if we/I take photographs or video recordings of our child/ren which include other children then we will only use these for personal use.

Name of child:

Parent/carer name

Parent/carer signature Date

Additional Security Password

As a parent/carer we ask you to provide us with a password to be used should anyone else (regardless of whether they are on the contact list) come to collect your child, other than yourself, they will be asked for the password.

If the person collecting your children does not have the password we will **not** allow your children to leave the premises until such time as we are able to contact you.

Please complete and sign below to confirm you understand the above and provide us below with the password.

Thank you.

PASSWORD:.....

I/we understand the above information regarding the password. I/We will keep the password secure and will only give it to those people who will pick up my/our children.

I/We and the person picking our children up understand that verbal abuse towards staff will not be tolerated.

Signed:..... Date:.....

Child's Name:.....

Home / Nursery Agreement

The nursery will provide the highest quality of education, care and preparation for life in a happy, stimulating, exciting and well-disciplined environment.

The Nursery Will:

- Be welcoming and open to all parents, involving you in all aspects of nursery life
- Provide a happy, secure and well-disciplined learning environment for your child
- Enforce our behaviour policy fairly
- Offer a high standard of teaching
- Ensure your child's safety whilst at nursery
- Keep you informed of your child's progress and achievements through consultation meetings, reports and your child's learning journey.
- Contact you promptly with any concerns we may have as and when they arise
- Deal promptly with any concerns or complaints you bring to our attention
- Create a learning journey for your child detailing their key moments of learning whilst in nursery.

Signed and agreed by

Mrs L Lerpiniere Nursery Teacher and EYFS Lead

Mrs L Fidock Principal

Langley Park Primary Academy

The Parents Will:

- Ensure my/our child attends nursery regularly and on time
- Ensure my/our child wears nursery uniform
- Ensure my/our child follows nursery rules
- Support the nursery behaviour policy
- Inform the nursery promptly of anything which may affect my/our child's behaviour or performance at nursery
- Attend stay and play sessions and read newsletters
- Advise nursery of changes to telephone numbers and contact details
- Behave in an appropriate manner at all times whilst on nursery premises

Signed..... Parent/Guardian

Date:.....

Start Date / Required Days

Required start date: (After third birthday)	
Please state which sessions you require: AM Sessions: 8.45-11.45 PM Sessions: 12.30-3.30 Full Day: 8.45-3.30	Monday AM/PM Tuesday AM/PM Wednesday AM/PM Thursday AM/PM Friday AM/PM
Attends another setting?	Yes / No If yes, please give name and contact details of setting:

Many thanks for completing your application for
Seedlings Nursery at Langley Park Primary Academy.

**A member of the nursery team will be in contact via e-mail to confirm whether your child has
been successful in gaining a place at the nursery.**

In the meantime, if you have any further queries please do not hesitate to contact us in the
nursery on

(01622) 250887

or via email on

seedlings@langleyparkprimaryacademy.org.uk