

BIDSTON AVENUE PRIMARY SCHOOL

'Achieving Together'

FOUNDATION 1 (NURSERY) APPLICATION FORM

Thank you for your interest in joining our Nursery (F1).

From September 2021, Bidston Avenue Primary School has been running a school nursery (formerly BiddyAve Buddies Pre-School). The nursery will run in the same way as the school and it will be based around school hours with a teacher in charge of the nursery and highly qualified support staff.

Child's Full Name:

Date of Birth:

Address (including postcode)

Name of Mother/Guardian:

Address (including postcode), if different from above:

Email:

Mobile Number:

Home Number:

Work Number:

Hours Worked per week:

Name of Father/Guardian:

Address (including postcode), if different from above:

Email:

Mobile Number:

Home Number:

Work Number:

Hours Worked per Week:

Are there siblings at Bidston Avenue Primary School?

Name:

Does your child have any SEN issues/concerns that we should be aware of:

30 HOUR OPTION – If you are eligible for this then please tick the box

If you qualify for 30 hours (15 hours basic plus the 15 extra entitlement) then your child will be able to attend school all week between 8:45 am and 3:15 pm. This is more than 30 hours, but we are encouraging parents/carers to choose this for the extra benefits it brings to your child's education.

I would like this option for my child starting from:- _____
My 30 hour eligibility code is: _____

15 HOUR OPTION – If you are eligible for this then please tick the box

If you qualify for 15 hours free childcare then you can opt for a morning or afternoon session.

OPTION 1	Each Morning	8:45 am to 11:45 am each day
OPTION 2	Each Afternoon	12:15 pm to 3.15 pm each day

I would like Option 1 Please ✓ your preferred option
I would like Option 2
I would like this option for my child starting from:- _____

If you have chosen the 15 hour option, but neither option one or two are suitable, please specify in more detail:

If there is a reason why you would like your child to attend specific sessions e.g. because of work commitments, please specify below:

Additional Hours

Additional hours can be purchased as follows:

Morning Session	8:45 am to 11:45 am	£15.00 per session
Afternoon Session	12:15 pm to 3.15 pm	£15.00 per session

All sessions must be paid for at the time of booking. Payment is non-refundable. All sessions are to be paid through ParentPay.

Would you be interested in purchasing additional hours, if they become available: Yes/No

Additions

Snack will be included, but lunch can be an additional option.

The lunch option is available if your child is booked for a full day and costs £2.41 per day (price correct as of Nov 2022) or your child can bring a healthy packed lunch.

Payment for lunch must be made through ParentPay.

BiddyAve Buddies Breakfast and After School Club

There will be a breakfast and after school club option for Parents/Carers who need more than the options overleaf. If you would like to know more about this then please tick the box below. This will be an additional cost.

Breakfast & After School Club Fees (subject to change)		
Breakfast Club Extra	7:30 am – 8:45 am	£7.00
Breakfast Club	8:00 am – 8:45 am	£4.00
After School Club	3:15 pm – 5:45 pm	£8.50

Please be aware there are only 20 places for Breakfast Club and 24 places for After School Club. All bookings are to be made through Magic Booking and details are attached.

All bookings incur a 50p booking fee. All sessions must be paid for at the time of booking. Payment is non-refundable.

Late Collection Charge

There will be a minimum charge of £20.00 per child for the first ½ hour or part thereof, plus an additional £20.00 per ½ hour thereafter.

Birth Certificate

We need to collect details of every parent. For the purposes of the school, you are a child's parent if you:

- Are the child's biological parent
- Aren't the child's biological parent, but have parental responsibility for them e.g. adoptive parents, step-parents, carers or guardians
- Have the child in your care e.g. foster carers

We need these details so we can meet our responsibilities towards all parents.

If there is a Court Order affecting the child that affects who has parental responsibility for the child, please bring the original document to the school office.

Please bring into school your child's original A4 birth certificate that shows parental names so we can verify our records.

I give permission for Bidston Avenue Primary School to hold information regarding my child with regard to their application for a Nursery Place.

Parent/Carer Name

Signature

Date

Note:

- The deadline for nursery applications is 15th January, each year.
- Completion of this form does not guarantee your child a place at our Nursery. All applications will follow the Wirral local admissions policy.
- Accepting a nursery place does not entitle your child to an automatic place at Bidston Avenue Primary school. All applications to Bidston Avenue Primary School follow the Wirral local admission process.
- For information on 30 hours free childcare (including eligibility) and a step by step guide, please use the following link:
<https://www.gov.uk/30-hours-free-childcare>

For Office Use Only	
Place Offered:	
Waiting List:	

Early Years Funding Entitlement for 2, 3 and 4 year olds

EYFE1b - Parental Agreement for Early Years Funding Entitlements

This agreement is for the Early Years Provider to collect information from a parent/carer of a funded child to enable a claim for their Early Years Funding Entitlement. This Parental Agreement **MUST** be made available to the Local Authority for audit purposes. This information must be kept in a secure location and retained for 7 years.

SECTION 1: Child's Details

To be completed by all families claiming Early Years Funding Entitlement for 2, 3 and 4 year olds

LEGAL SURNAME		ADDRESS 1	
LEGAL FORENAME(S)		ADDRESS 2	
KNOWN AS (if different from above)		ADDRESS 3	
Date of Birth		ADDRESS 4	
GENDER	FEMALE <input type="checkbox"/> MALE <input type="checkbox"/>	POSTCODE	
FUNDING (please tick)	2 YEAR OLD <input type="checkbox"/> 3 & 4 YEAR OLD UNIVERSAL <input type="checkbox"/> 3 & 4 YEAR OLD EXTENDED <input type="checkbox"/>		

WHITE	WBRI	White British	ASIAN or ASIAN BRITISH	AIND	Indian
	WIRI	White Irish		APKN	Pakistani
	WIRT	White Traveller of Irish Heritage		ABAN	Bangladeshi
	WROM	White Gypsy/Roma		AOTH	Any other Asian
BLACK	WOTH	Any other white background	MIXED	MWBC	White and Black Caribbean
	BCRB	Caribbean		MWBA	White and black African
	BAFR	African		MWAS	White and Asian
	BOTH	Any other black background		MOTH	Any other mixed background
OTHER	CHNE	Chinese	REFUSED	REFU	Refused to share information
	OOth	Any other ethnic background			

Documentary evidence to be completed by Early Years Provider

Documentary proof of DOB Type (e.g. Birth certificate, Passport):		Document recorded by (name of staff member):	
Date document recorded (DD/MM/YYYY)		SIGNATURE	

Special Educational Needs and Disability (SEND) INFORMATION

Is your child receiving support for SEND?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Does your child have an Education Health and Care Plan (EHCP)?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Is your child in receipt of Disability Living Allowance (DLA)?	YES <input type="checkbox"/> NO <input type="checkbox"/>

SECTION 2: Parental Information

To be completed by parent or carer with legal responsibility for child in section 1

TITLE (Mr/Mrs/Miss/Dr etc)		NI NUMBER	
LEGAL SURNAME		NASS NUMBER (if applicable)	
LEGAL FORENAME(S)		30 HOUR CODE (if applicable)	
DATE OF BIRTH		2 YEAR FUNDING REF (if applicable)	
RELATIONSHIP TO CHILD		SIGNATURE	

SECTION 3: Funded Hours

This section is to be completed for all newly eligible 2, 3 and 4 year old's who wish to claim the Early Years Funding Entitlement, and any 3 & 4 year old children currently claiming universal hours who wish to access the extended hours entitlement.

- Universal 15 hours will continue regardless of entitlement to extended hours.
- You need to complete this claim form for each provider your child attends to ensure that funding is paid between them for a maximum of 15 hours per week.
- Your child can attend a maximum of two sites in a single day. Funding can be split between multiple providers.
- In the case of 2 year old funding please complete the universal entitlement box

	Hours being claimed for PER WEEK (Total)	If stretched, over how many weeks?
Universal Funding (15 hours max)		
Extended Funding (15 hours max)		

If your child attends any other Early Years provision please state below

SETTING NAME	PHONE NUMBER

	Hours being claimed for PER WEEK (Total)	If stretched, over how many weeks?
Universal Funding (15 hours max)		
Extended Funding (15 hours max)		

SECTION 4: Declaration

I confirm that:

- I am the parent/carer/guardian with legal responsibility for the child claiming the Early Years Funding Entitlement named within this claim form.
- All information provided in this document is accurate and true.

I understand:

- The criteria for my child to be eligible for the Early Years Funding Entitlement claimed for on this form
- And agree to the conditions set out in this document

I authorise:

- _____ (Name of provider) to claim 2 Year Funding, or 3 and 4 year old Universal and/or Extended Entitlement funding, as agreed above, on behalf of my child and to discuss funded hours with my child's other provider.

In addition, I understand that

- The information I have provided will be shared with the local authority, Department for Education and other partner services e.g. health or council services, who will access information from other government departments to confirm my child's eligibility and enable this provider to claim Early Years Pupil Premium (EYPP) on behalf of my child.
- Any entitlement or change in entitlement status will be shared by the local authority with the providers that the child attends.
- The information provided will be used for rechecking, monitoring and evaluation purposes, and will be stored and processed in accordance with the Data Protection Act 2018 and Wirral Council's Privacy Notice, a copy of which can be found at <https://www.wirral.gov.uk/about-council/freedom-information-and-data-protection/privacy-notice>.
- This information may be used as an application for free school meals and as a registration for pupil premium when my child starts in reception class.

Parent or Carer with legal responsibility		Childcare Provider	
NAME		NAME	
ADDRESS		EY NUMBER	
		AUTHORISED SIGNATURE	
SIGNATURE		SIGNATURE	
DATE		DATE	

Guidance

Early Years Entitlement 2022-2023

Extended Early Years Funding Entitlement for 3 & 4 year olds needs to be reconfirmed every 3 months from the date of the original application through www.childcarechoices.gov.uk, or by telephone 0300 123 4097. Reconfirmation can be completed by parents/carers only.

Funding is split into 3 terms, for each term there are a maximum number of funded hours available.

Claim period	Summer 2022	Autumn 2022	Spring 2023
Max. hours for 2 year olds claiming funding	195 hours	210 hours	165 hours
Max. hours for 3 & 4 year olds Universal Early Years Funding Entitlement	195 hours	210 hours	165 hours
Max. hours for 3 & 4 year olds Extended Early Years Funding Entitlement	195 hours	210 hours	165 hours

- Hours may be claimed by a maximum of 2 sites per day (physical sites), including Local Authority Classes or Schools.
- Funding can be claimed between 6am and 8pm, with a maximum of 10 hours in one day.
- For 2 Year Old funding a maximum of 15 hours can be claimed in a single week.
- For 3 and 4 Year Old funding a maximum of 15 hours Universal funding and 15 hours Extended funding can be claimed in a single week (maximum of 30 hours in total).
- This agreement covers your child's 2 Year Old Funding, Universal Early Years Funding Entitlement for 3 & 4 year olds, Extended Early Years Funding Entitlement for 3 & 4 year olds and Early Years Pupil Premium.
- Persistent absence will be reported by your Early Years Provider to Wirral Council.
- Additional time and services provided by the Early Years Provider is a separate agreement with them.
- Deposits may be requested but will be returned within a reasonable time scale by whichever method you and your provider agree.
- Your entitlement is in hours only. Hours above your entitlement will be charged as per your agreement with the Early Years Provider.
- Your Early Years Provider may offer your entitlement as a stretched offer.
- Funding can only be moved from one setting to another before the start of the funding term. Moving your child during term is only possible after receiving confirmation from the Early Years Business Support Team, (Tel: 0151 666 3980). Your Early Years Provider may require a period of notice prior to your child leaving.**
- It is your responsibility to complete this form with accurate information and proof of age, preferably a birth certificate, promptly to allow the provider to receive funding for your child.