

**Session Request Form**

On the table below please indicate which days and sessions you would prefer your child to attend the nursery. We try hard to meet parents’ requests however cannot guarantee that you will get exactly what you have requested.

Funding: Allocated sessions will be for the whole academic year. If your child’s funding does not start until later in the year you will need to pay for sessions until that time.

A child is usually entitled to funding for 15 hours in the term after they have their third birthday. If you believe your child is entitled to funding you will need to complete a funding form. Please contact the school for this or if you have any queries about funding.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Surname of child |  | | | First name(s) of child | | |  | | | |
| Date of birth | | / / |  | | Boy |  | | Girl |  | (Tick as appropriate) |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| Morning  8:45 - 11:45am |  |  |  |  |  |
| Lunch  11:45 - 12:30pm |  |  |  |  |  |
| Afternoon  12:30 - 3:30pm |  |  |  |  |  |

|  |  |
| --- | --- |
| If your child attends another nursery / Early Years setting please give details below | |
| Name of nursery / Early Years setting | Number of hours at this nursery / setting |

|  |  |  |  |
| --- | --- | --- | --- |
| Signature of Parent / Carer | Name in capitals | | |
|  |  | | |
|  | |  |  |
|  | | Date: | / / |