

Small Wonders Preschool

Crownhill Meeting Place
Lennon Drive
Crownhill
Milton Keynes
MK8 0AS



Charity Number: 1033685 OFSTED No: 141780

Application Form

Parents/Guardians

Thank you for taking the opportunity to visit our preschool, we hope you enjoyed your visit and take the next step to enrolling your child/children.

A downloadable copy of our welcome booklet and policies can be found on our website:
www.smallwonderspreschool.co.uk

Our preschool is open term time only for morning and afternoon sessions.

Session times are 9:30am – 12:00pm and 12:30pm- 2:30pm

A lunch session can be added to the morning session 12-12.30

You can also book a full day 9:30-2:30pm which includes lunch time

We open from 8:30am for breakfast club for children from 3years old and to accommodate the 30hr funding needs.

You will need to provide a healthy packed lunch for children attending during lunch times. Please do not include nuts or nut products in packed lunches.

Session fees; £17 per AM session. £13.60 per PM session. £3.40 for Lunch session. £34 for full day. £5 for breakfast club.

A 50p charge is applied to all funded sessions to contribute towards snack and extra-curricular activities.

Attached is our application pack with session request form, settling in and uniform order forms, Children's details, password system form along with permission forms.

We recommend you attend our parent and toddler sessions, while waiting for a preschool place on a Tuesday and Thursday from 1pm -2pm at a cost of £2 per child.

Please follow us on Facebook, for regular updates along with lots of photos and events.
www.facebook.com/smallwonderspreschool19

Please ensure you download our parent app and allow notifications. We regularly post newsletters, events, health and emergency information here (instructions are at the back of this form).

If you have any questions, please do not hesitate to contact us,
Jsmallwonders@btconnect.com
01908 263995

Sessions Request Form

Child's Name

Sessions requested:

Please note this is a sessions request form and we cannot always guarantee sessions you require will be available. But we endeavor to accommodate these wherever possible.

Sessions covered by funding at no additional cost:

30hrs – all sessions 15hrs (2yrs and 3yrs) - 5 x Am or Pm and lunch or 3 x full days

Please circle or tick your preference

Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
Am	Am	Am	Am	Am
Lunch	Lunch	Lunch	Lunch	Lunch
Pm	Pm	Pm	Pm	Pm

If you are eligible for Time for Two's funding, we will require a copy of the letter issued by the local authority. You can make your application for universal 15hrs funding for 3yr olds at pre-school. If you are in receipt of 2yr 15hrs or 30-hour funding for working parents, we will require your unique reference number. 30-hour and 15hr funding for working parents must be completed by you online at HMRC and renewed on receipt of reminders direct from HMRC.

Parents Name:		
NI Number:		
Date of Birth of Parent:		
funding Code:		

How did you hear about Small Wonders Preschool?

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Registration fee

A non-refundable registration fee of £10.00 is payable upon return of this form
Your child may be placed on a waiting list, and you will be provided with a place as soon as possible.
The manager will contact you as soon as a place becomes available.

For office use only:

Date Paid:
Date of Visit:
Received by:

Settling session dates:

Settling session one:
Settling session two:
Start Date:

Uniform order form

Uniform is not compulsory; we order as and when required unless we have the stock available.

	3-4 Years	5-6 Years	Price	Quantity
Sweatshirts			£14.00	
Short sleeve polo			£12.50	

Please return form with payment.

Thank you

Personal details

Child's details

Name:	
Date of Birth:	Gender:
Home Language:	
Religion:	Ethnic Origin:
Address:	
Postcode:	

Parent's Details

Mother	Father
Parental responsibilities: Yes / No	Parental responsibilities: Yes / No
Full name	Full name:
Address:	Address:
Postcode:	Postcode:
Home telephone number:	Home telephone number:
Work telephone number:	Work telephone number:
Mobile telephone number:	Mobile telephone number:
Email address:	Email address:
Can we contact you via email? This will not be passed on to third parties	Can we contact you via email? This will not be passed on to third parties
Occupation:	Occupation:

Does anyone else have legal parental responsibilities?

Name:
Address:
Postcode:
Telephone number:

Are there any legal contact restrictions? Yes / No

If yes please give details and provide evidence.

Do you have a family support worker or social worker?

Name:..... Contact number:.....

Additional Child Details

Has your child attended another setting? Please give details
Does your child know anyone at Small Wonders?
Name:
Relationship:
My child has had a Two-Year-Old Check: Yes / No Date:

Medical details

Doctors name:
Doctors address:
Contact Number: Postcode:

	Date of Vaccination	Date of illness
Polio		
Tetanus		
Whooping Cough		
Measles		
Scarlet Fever		
Tuberculosis (T.B)		
Smallpox		
German Measles		
Diphtheria		
Mumps		
Chicken Pox		
Convulsions		

Illnesses and immunisations/ vaccinations

Does your child have any allergies? (nuts, dairy etc)
Does your child have any medical conditions? (e.g eczema, asthma, diabetes, hearing impairment, visual impairments)
Does your child have any special dietary requirements or preferences?
Does your child have any special educational needs (SEN) that you are aware of?
Did your child met all Developmental milestones as expected? Yes / No
Are you in receipt of disability living allowance? Yes / No

Emergency Contact information

In the event of an emergency we will always contact the parent/guardian named first. However, we require names and address of two alternative contacts if we are unable to contact you.

Full name:	Full name:
Address:	Address:
Home telephone number:	Home telephone number:
Mobile telephone number:	Mobile telephone number:
Relationship to child:	Relationship to child:

Password System

We have a password system to ensure the safety of the children at Small Wonders, if another adult other than the usual adult will be collecting, we will ask for the password which you have set with us.

Please be sure to inform a member of staff if you know someone else will be collecting your child for you with a brief description.

Childs name:
Password:

I understand that I must inform the preschool if someone else will be collecting my child and the person collecting my child will need to know the password I have provided, Those unable to provide the password will not be permitted to take the child from the setting.

Signed:
Print name:
Date:

We are committed to ensuring that any personal data we hold about you and your child is protected in accordance with the data protection laws. Our privacy notice policy can be seen on our website and parent app, or in the policy folder located in the front entrance of preschool.

Parental Permissions

Childs name:

I give permission for: (Please mark clearly for each statement circling answer)

my child to be observed by a member staff or student for the purpose of records of achievement, and training.
This information will be treated confidential **Yes / No**

my child to receive medical treatment in an emergency and general first aid from a qualified first aid trained member of staff when needed. **Yes / No**

a member of Small Wonders staff to take my child to the hospital in the event of an emergency, where parents can not be contacted first.
Yes / No

my child to have sun cream (supplied by parent) applied when necessary. **Yes / No**

my child leaving the premises for local outings (community field and park adjacent to hall, in front of preschool e.g to shop or postbox) **Yes / No**

information regarding my child to be shared with other professionals, limited to what is needed to be shared to benefit the child, such as transitioning to new school, health information and safeguarding concerns. Where we have safeguarding concerns this information must be legally shared even without your consent. **Yes / No**

videos and photographs to be taken of my child for evidence of activities and use in staff training purposes.
Yes / No

photos and videos of my child being used from time to time online to share activities with parents. (Preschool website, Preschool Facebook, Parent app) **Yes / No**

my child to be included in videos and photographs taken by parents at special events and activities **Yes / No**
These should not be posted by parents on any social media pages or internet
If we have any children with safeguarding concerns there could be times we are not able to permit any photos taken by parents.

I agree as the parent/guardian to keep up to date with the preschool policies located in the front entrance or via our website and parents app (Policies folders) **Yes / No**

I agree to Small Wonders preschool privacy notice policy – Explaining why we collect personal data, how we use it, and how we protect this. **Yes / No**

Sign:

Date:

Small Wonders supports an inclusive ethos and we do not discriminate against people because of their age, gender, sexuality, class, family status, disability, colour, ethnic origin, culture, religion or belief. We expect our parents and children to behave respectfully to everyone associated with Small Wonders Pre-school at all times.

Signed:
Print name: _____ Date: _____

Dear Parents/Carers,

Important information, please read and action before starting pre-school

Re: OurSchoolsApp

I am pleased to inform you that we have a preschool information app. This aims to make our communication with you easier, quicker and more efficient. The app, (called ‘OurSchoolsApp’) is personalised to our school and will allow us to keep you updated with the latest news, calendar events, emergency closures, general parent information, school documents and links to other school information (e.g. our website and other social media channels).

If you have a smartphone (Android or iPhone) you can download OurSchoolsApp from Google Play Android or the Apple Store for FREE.

When we update OurSchoolsApp with new information or news about the school, a push notification will be sent to your device to inform you of this update.

Instructions for download:



1. Using your device (iPad, iPhone, smart pad, tablet or android phone), visit the relevant marketplace for your product (Apple Store or Google Play).
2. Search for ‘**OurSchoolsApp**’ and download the app.
3. Once downloaded, use the search bar within the app and enter the preschool postcode (MK8 0AS) or the name of our school.
4. Hit the search button.
5. Once you see our school name Small Wonders Preschool, please select it.
6. Confirm your choice by pressing ‘OK’.
7. You will now have the school’s app on your device. Please use it

[If you get a prompt to turn on notifications/prompt a sync with your calendar, please accept these. This way, you will get the most out of the app.]

Can I really encourage you to download the app, as this is a fantastic way to share up-to-date information, direct to your phones. We hope that OurSchoolsApp will reduce the amount of paper letters we will need to send home, saving the school time and money.

Yours faithfully,

Jackie O’Dowd

Follow Our Facebook Page – we regularly post photos of activities

<https://m.facebook.com/smallwonderspreschool19/>

