



Application Form

All information will be confidential and will only be shared with outside organisations with your permission

Child's Information

Child's Forenames	
Child's Surname	
Know as	
Child's Date of Birth	
Male/Female	
Ethnic Origin	
Religion (leave blank if you would prefer not say)	

Information about the parents/carers

	Name	Address	Contact Numbers	Email address	Child lives with (please tick)	Parental responsibility
Mother			Home: Work: Mobile:			
Father			Home: Work: Mobile:			
If your child does not live with either parent, please provide details including address, contact details and relationship						

Emergency Contacts – please provide the names of at least 2 contacts **excluding** yourself

	Name	Address	Contact Numbers	Email address
Emergency contact 1			Home: Work: Mobile:	
Emergency Contact 2			Home: Work: Mobile:	

Collection Details – Please provide details of anyone else that may collect your child **(if different from emergency contacts)**. If, in future, someone other than the names you provide is to collect your child then we will need you to add them to this list

Name	Relationship to Child	Contact Numbers
		Home: Work: Mobile:
		Home: Work: Mobile:
		Home: Work: Mobile:

Please provide a password

If for whatever reason you or anyone else on the list cannot collect your child and you send someone unknown to us then you **MUST** inform us of the person’s name, a description of what they look like and they must be able to tell us the password. We will not let your child go to someone other than that on the list if we have not spoken to the main carer of the child.

Childs health information

Name of Doctor	Surgery name & Address	Surgery contact number

Has your child had all their immunisations? (if no, please give details)	
Has your child got any allergies or special dietary requirements? (if yes, please give details)	
Is your child in good health? (If no, please give details)	
Does your child have any special needs that they may need extra help with?	
Does your child have a disability that they may require extra help with?	

Consent Information – please sign against each question to give your consent

Do you give permission for	SIGNATURE
your child to attend local supervised outings?(Notification will be given in advance)	
Your child to attend local groups?	
Your child to attend visits to the local park and woodland walks?	
Your child's name to be displayed in nursery, social media and marketing tools?	
Your child's photo to be displayed in the nursery, social media and marketing tools?	
Your child's artwork to be displayed in the nursery, social media and marketing tools?	
Your child's photo to be used in other learning journey folders?	
Us to take photographs of your child for the purpose of their learning journey folder?	
First aid to be administered by a qualified member of staff should the need arise including application of plasters?	
A member of management to take your child to seek urgent care should the need arise? You will be notified in advance	
Paracetamol to be administered if your child's temperature rises above 38 Degrees?	
For the staff to apply sun cream? (You must apply before coming to nursery. If your child is sensitive to certain cream then you must supply your own)	
We will normally put your child to sleep on their back. If your child sleeps in another position please state and sign to say you agree to us doing this. (applies to under 18months only)	Position: Sign:
For us to share details with outside organisations such as Health Visitors, Speech therapists etc.	

Please give details of any agencies or professionals who are working with your child.

What you will need to bring

Please ensure you bring the following items with you for when your child starts with us. Please ensure EVERYTHING is clearly labelled with your child's name. Your child will be allocated a draw/peg when they arrive, which can be used to keep their slippers in and other personal possessions.

- Draw string bag, no rucksacks please (this will help save space on the coat hooks)
- Wellies
- Slippers (if you prefer your child to wear these whilst in the nursery)
- Spare clothes to be kept in the draw string bag
- SMALL pack of nappies if required (these can be kept in the child's separate nappy draw)
- For the garden and woodland walks you may wish to bring a puddle suit to protect their clothes however this is not a requirement.

A manager will discuss your contract and fees on receipt of your application form.

We can accommodate set hours and flexible working hours. If you will be doing adhoc times please state this below.

If you are doing adhoc times we will give you an hour's sheet to fill out with the hours each week that you require.

Our fees are below for 2019:

- **Band A 40+ hours per week = £5.20 per hour**
- **Band B 31 – 39 hours per week = £5.50 per hour**
- **Band C 21 - 30 hours per week = £5.90 per hour**
- **Band D 11 – 20 hours per week = £6.30 per hour**
- **Band E 6- 10 hours per week = £6.50 per hour**

All meals, nappies, wipes and extra activities such as Hartbeeps and dancing are included in all price bands.

We **will/will not** be doing ad hoc sessions (please delete as appropriate)

If you have chosen to do set hours please fill out the times and days below.

Chosen start date:.....

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
AM					
PM					

We shall look forward to welcoming your child and family to Mucky Pups childcare.

