

Ref: GenericRegisterInterest

Dear Parent/Carer

Thank you for your interest in your child starting Oldfield Pre-school. Children are eligible to start at Oldfield Pre-school in the term in which their 3rd birthday occurs (provided a place is available). Please complete and return the Register of Interest form, so that we can send you an Application Form at the relevant time.

We send parents of those children who have registered with us (by returning the Register of Interest form) an Application Form in late January / early February of the academic (school) year before your child is eligible to start at Oldfield Pre-School. The Application Form is the formal application for sessions at Oldfield Pre-School, and enables you to apply for specific sessions, starting in the following September, January or April.

Application forms must be returned by the closing date stated on the form - usually the second Wednesday of March, to ensure your child is included in the allocation of sessions for the following Pre-School academic year (whether starting in September, January or April). We will inform you whether or not your application has been successful and of your allocation of sessions by 31st May in the academic year before your child is due to start.

Applications received after the closing date are put on the waiting list and processed if we have space.

We offer:

- Extended days **8:00am – 5:00pm**
- Core day sessions **8:15am – 3:45pm**
- Morning sessions **8:45am – 11:45am**
- Afternoon sessions **12:30pm - 3:30pm**
- Lunch club **11:45am – 12:30pm** (this session **must** be attached to a morning or afternoon session)

Please note that *Government Funding can only be used for sessions that fall within our Core hours. The extended hours 8:00am – 8:15am and 3:45pm – 5:00pm are not eligible for Government funding and incur a fee.*

Sessions within our core hours that are not covered by government funding are charged at the hourly rate, which will be confirmed to you with your offer of a place. Our fees are reviewed annually. For information about our current fees see <https://www.oldfieldpreschool.org/sessions-and-fees>.

To find out more about your eligibility for government funding and assistance with paying for childcare (e.g. tax free childcare and tax credits for childcare) please see <https://www.beststartinlife.gov.uk/>

- Eligible working families of 2 year olds can claim up to 15 hours per week of government funding.
- Some 2 year olds (where income is below a specific level and the family is in receipt of certain benefits) are able to claim up to 15 hours per week of government funding. Eligibility to claim this government funding is usually confirmed by a local Children Centre.
- All children who have turned at least 3 years old by 31st August, 31st December, 31st March are able to claim up to 15 hours per week government funding the following term. e.g. child turns 3 by 31st August, can claim from September.
- Eligible working families of 3 and 4 year olds are able to claim up to 15 additional hours per week government funding (to make a maximum of 30 hours).

We look forward to receiving your completed register of interest form.

Yours sincerely



Chris Barrowcliff
Administrator

Register of interest in Oldfield Pre-school

This form registers your interest in your child attending Oldfield Pre-school when they are eligible to do so (from the term they turn 3). It is not a binding commitment on you to send your child to Oldfield Pre-school, nor does it guarantee a place will be allocated to your child. Returning this form ensures that we will send you an application form when the next applications forms are available or in the January / February of the academic (school) year prior to your child being eligible to start at Oldfield Pre-school.

Places at Oldfield Pre-School are offered based on the Admissions policy of the Pre-school (available on request or from our website <https://www.oldfieldpreschool.org/applications>) and the information on application forms that are received by the deadline date on the application form. Application forms received after the deadline are put on the waiting list and processed if we have space.

Please complete the details below and return this form signed and completed to
administrator@oldfieldpreschool.org to register your interest.

Childs Name			
Date of Birth		Male / Female	
Residential Address			
Date moved to this address			
Parents Names			
Land line and Mobile Numbers			
E-mail address Giving your email address gives us permission to send you emails about Oldfield Pre-School e.g. Open Days			
Siblings at Oldfield or Cherry Grove Primary Schools & year they are in.			

ADDITIONAL / SUPPORTING INFORMATION

Please provide any additional and supporting information that you think we may need to be aware of at this stage.
 There is a larger space for this on the application form, or you may use the reverse of this form.

Name		Relationship to child	
Signature		Date	

If your child is admitted to sessions at Oldfield Pre-School we will keep this form in accordance with the timescales in our Privacy Notice. Should your child not attend Oldfield Pre-School, we will keep this form until they reach Primary School Age.