St. Thomas More's Pre-School
Hooks Lane,
Bedhampton
Havant
PO9 3DR
02392 475909
psadmin@st-thomasmores.hants.sch.uk

Dear Parent(s)/Carer

Thank you for your interest in our teacher-led Pre-School! We are pleased to enclose an application form for your consideration.

If you haven't had the opportunity to visit us yet, we would be delighted to welcome you for a tour of our Pre-School. Children can enrol from two years and nine months.

Please return the completed application form along with photocopies of your child's birth certificate and, if applicable, baptism or dedication certificate.

If you have any questions or need further assistance, feel free to contact us.

We look forward to hearing from you!

Yours faithfully

Mrs Anne-Marie Hall
Administrator

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Our Opening Times

We are open Monday to Friday (term time only) and we offer sessions from 8.45am to 3.15pm. Wrap around care is available from Tommy's Childcare in St Thomas More's School hall from 7.45am to 8.45am and 3.15pm to 6.00pm.

We accept children from 2 years and 9 months old. Children who meet a certain criteria may be eligible for two-year-old funding.

Government funding is available to all children the term after their 3rd birthday.

To find out more about funding please visit https://www.childcarechoices.gov.uk/

Our hourly rate from April 2024 is £6.00 per hour

Application Form

Name of Child: **Date of Birth:**

Language Spoken at Home: **Religion:**

Name of Parents/Guardians:

Address: **Telephone Numbers**

Mobile:

Post Code: **Work:**

Email Address:

When places are limited we offer space in priority order according to our Admissions Policy.
To help this we need to know

Date of Baptism/Dedication: **Place of Baptism/Dedication:**

(please include a copy of Birth/Baptism Certificate)

Names of any siblings attending St Thomas More's Pre-School/School

Does your child have Special Educational Needs? YES or NO (circle)

Allocation of Places

Children can start from 2 years and 9 months old. Government funding can start the term after their 2nd Birthday (for working parents) or the term after their 3rd Birthday for non-working parents. Please visit www.childcarechoices.gov.uk for more information.

I would like my child to start	**(Please tick)**
Immediately	
When they are 2 years and 9 Months old. My code is	
Term after their 3rd Birthday	
Other (please put date)	
	(Please tick)
I will pay for my child's sessions	
My child's sessions will be funded (free)	
My child will receive funding but I will pay for their extra sessions	

The personal data you provide on this form will be treated in accordance with UK Data Protection Legislation.
Your data will be used by the Pre-School Staff, School Staff and any other professionals involved with your child whilst at Pre-School.
This data will be kept in your child's personal file and will be archived (in St Thomas More's School) when they leave Pre-School.
Please see our data protection page on our website for more information.
You can contact the school's Data Protection Officer at gdpr@st-thomasmores.hants.sch.uk

St Thomas More's Pre-School Session Times – Please tick the option you would like.

Option 1 - Every Morning 15 hours per week – Free if Government Funded - £90.00 per week if unfunded					
Monday	Tuesday	Wednesday	Thursday	Friday	**please tick**
08:45-11:45	08:45-11:45	08:45-11:45	08:45-11:45	08:45-11:45	
Option 2 - First Half of Week 16 hours per week - £6.00 per week if Government Funded - £96.00 per week if unfunded					
Monday	Tuesday	Wednesday	Thursday	Friday	**please tick**
08:45-15:15	08:45-15:15	08:45-11:45	NO PRE-SCHOOL	NO PRE-SCHOOL	
Option 3 - Second Half of Week 16 hours per week - £6.00 per week if Government Funded - £96.00 per week if unfunded					
Monday	Tuesday	Wednesday	Thursday	Friday	**please tick**
NO PRE-SCHOOL	NO PRE-SCHOOL	12.15-15:15	08:45-15:15	08:45-15:15	
Option 4 - 30 hours per week All Day Every Day Monday to Thursday and Friday Half a Day Free if you have a valid 30 hour Government Funding Code or £180.00 per week if unfunded					
Monday	Tuesday	Wednesday	Thursday	Friday	**please tick**
08:45-15:15	08:45-15:15	08:45-15:15	08:45-15:15	08:45-12:45	
If you would like to add Friday until 15:15 the cost will be £15.00 extra per week					
				12:45-15:15	**Please tick**
Option 5 - Three Full Days For those children who are entitled to 30 hours funding but do not want their child to attend everyday then you can request 19.5 hours per week. If unfunded this would cost £117.00 per week					
Monday	Tuesday	Wednesday	Thursday	Friday	**please tick**
08:45-15:15	08:45-15:15	08:45-15:15	NO PRE-SCHOOL	NO PRE-SCHOOL	
Monday	Tuesday	Wednesday	Thursday	Friday	**please tick**
NO PRE-SCHOOL	NO PRE-SCHOOL	08:45-15:15	08:45-15:15	08:45-15:15	

If the sessions above are not suitable, please write in the box below the sessions you would prefer:

Breakfast Club and After School Club (for children over 3 years old)

Tommy's Childcare	**please tick**
Breakfast Club (7.45-8.45) £6.00	
After School Club (15.15-16.30) £6.00	
After School Club (15.15-17.45) £11.00	
After School Club (15.15-18.00) £12.00	

Where did you hear about St Thomas More's Pre-School?

From Church (Please name the church)	**From a Friend**	**Have siblings in the school**	**From the internet**	**Other (please give details)**

For office Use Only

Date Received	Letter Sent	Meeting Date	Start Date	Certificate's Received Birth & Baptism