



## Application Form

### Child's Details

Child's First name(s) (in full)

Surname (Family Name)

Likes to be know as

Child's Date of Birth	D	D	M	M	Y	Y	Y	Y
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### Personal Details

Title	Mr		Mrs		Miss		Ms		Other (please specify)	
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First name(s) (in full)

Surname (Family Name)

Relationship to Child

Current Full Postal Address									
Postcode									

Telephone Numbers													
Home													
Mobile													

E-mail Address																	

### Requirements

I/We would like _____ to start attending Windmill Under 5s Pre-School											
Please tick which is appropriate											
As soon as possible											
From _____ (date)											

In order for us to give you the most convenient sessions, please tick preferred days.				
Morning Sessions 9.00am – 12 noon				
Monday	Tuesday	Wednesday	Thursday	Friday
Lunch Club Sessions 12 noon – 1.30pm				
Monday	Tuesday	Wednesday	Thursday	Friday

Please indicate if there is anything that we should be aware of that will require us to implement additional resources/ procedures/capabilities prior to your child starting pre-school (including allergies/disabilities/religious or cultural beliefs)

**Administration Fee**

We charge an administration fee of £15.00, this is to cover administration costs incurred in the registration process. This does not, however, guarantee your child a place at the pre-school. If for any reason we are unable to offer your child a place prior to their start date this will be refunded. Please make cheques payable to Windmill Under 5s.	
£15.00 Administration Fee included.	
This is not payable if your child will be receiving funding at the time this application is made. i.e. your child has already turned 3 years at the time of this application.	

**Statement of Declaration and Consent**

**I confirm that I have read the Windmill Under 5s Prospectus and agree to be bound by everything in it, in particular the section referring to the payment of fees. If I find that I no longer need the place requested, I will inform the Administrator as soon as possible.**

<b>Signed</b>								
<b>Print name</b>								
<b>Date of signature</b>	D	D	M	M	Y	Y	Y	Y

**Completed application forms should be returned to:  
Windmill Under 5's Pre-school  
c/o Paula Cunningham, Administrator , 1 Grymsdyke Cottage, Main Road,  
Lacey Green, Princes Risborough, Bucks HP27 0RA**

**Windmill Administration Use Only**

Application Form Acknowledgement Sent	Yes		No		Date sent	
Visit arranged	Yes		No		Date	

<b>Sessions Offered</b>							
<b>Morning Sessions</b>							
Mon		Tue		Wed		Thur	
						Fri	
<b>Lunch Club Sessions</b>							
Mon		Tue		Wed		Thur	
						Fri	

<b>Offer Accepted</b>	Yes		No	
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Application Fee received	Yes		No		Receipt No	
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Starter Letter Sent	Yes		No		Date	
Funding Form Required	Yes		No			

Registration Form		All about me Form	
Permissions Form		Policy Document	
Clothing Form			

Term Starting			
Induction Date		Time	
Start Date			