

# Nursery Application Pack



Little Moles Nursery  
Molehill Primary Academy  
Hereford Road, Maidstone Kent ME15 7ND  
Email: [littlemoles@molehillprimaryacademy.org.uk](mailto:littlemoles@molehillprimaryacademy.org.uk)

# Little Moles Nursery

## Key Information

Thank you for applying for a place at Little Moles Molehill Nursery, Molehill Primary Academy. Our Nursery provides care for children from the age of 3 years and will initially be open Monday – Friday 9.00am – 3.30. We accept the 15 and 30 hours of free funding from the term after your child's third birthday.

All three and four year olds in England currently receive 15 hours a week government funded early education. If parents live and work in England, three and four year olds may be entitled to 30 hours funded childcare per term time week. If you are eligible you will be entitled to access the 30 hours from the start of the term after your child's third birthday.

Visit the Childcare Choices website to find out more information on childcare entitlements: <https://www.childcarechoices.gov.uk/>

Use this childcare calculator to check what help you can get with childcare costs: [https://www.gov.uk/childcare-calculator?utm\\_source=childcarechoices&utm\\_medium=microsite](https://www.gov.uk/childcare-calculator?utm_source=childcarechoices&utm_medium=microsite)

If you wish your child to start nursery from their third birthday, before being eligible for funding, this will be fully chargeable (every session they attend will be charged at £5 per hour)

We currently have two intakes into nursery, September and January.

The cost for a child staying outside of the free sessions (9.00-12.00 or 12.30-3.30) is £5 per hour.

If you are eligible to access the 30 hours of funded childcare, the all day session will run from 9:00 until 3:00.

Lunch: Children have the choice of bringing a packed lunch from home or having a cooked dinner for an additional cost of £2.40 per day.

Please be aware, all children must be collected promptly, any late collections will result in a charge of £1.00 per minute.

## **Uniform**

The uniform within our nursery consists of:

- Navy blue sweatshirt/jumper
- Tracksuit or leggings or shorts in the summer (no denim)
- Girls are welcome to wear a navy blue gingham dress during the summer months
- Footwear should be Velcro shoes to promote the children's independence
- Wellies for outdoor/wet activities
- An all weather puddle suit for our Forest School sessions
- A named bag containing a change of clothes should your child need them
- A named water bottle
- A named suntan lotion bottle for the warmer weather

**We ask that all clothing and belongings are clearly named**

# Littles Moles Nursery Enrolment Form

Name of Child:		Male/Female
Date of Birth:		
Child's Nationality:		
What is your child's Ethnic Group	<p>Circle one option that best describes your ethnic group or background:</p> <p><b>White</b></p> <ol style="list-style-type: none"> <li>1. English/Welsh/Scottish/Northern Irish/British</li> <li>2. Irish</li> <li>3. Gypsy or Irish Traveller</li> <li>4. Any other White background please describe.....</li> </ol> <p><b>Mixed/Multiple Ethnic Groups</b></p> <ol style="list-style-type: none"> <li>5. White and Black Caribbean</li> <li>6. White and Black African</li> <li>7. White and Asian</li> <li>8. Any other Mixed/Multiple ethnic background please describe .....</li> </ol> <p><b>Asian/Asian British</b></p> <ol style="list-style-type: none"> <li>9. Indian</li> <li>10. Pakistani</li> <li>11. Bangladeshi</li> <li>12. Chinese</li> <li>13. Any other Asian background please describe .....</li> </ol> <p><b>Black/African/Caribbean/Black British</b></p> <ol style="list-style-type: none"> <li>14. African</li> <li>15. Caribbean</li> <li>16. Any other Black/African/Caribbean background please describe.....</li> </ol> <p><b>Other Ethnic Group</b></p> <ol style="list-style-type: none"> <li>17. Arab</li> <li>18. Any other ethnic group, please describe .....</li> </ol>	
Religion:		
Home Language:		
Does your child receive any support for a learning disability or disabilities? If yes please give details	<p>Communication and Interaction</p> <p>Social, Emotional and Mental Health</p> <p>Please give details:.....</p> <p>.....</p>	<p>Cognitive and Learning</p> <p>Sensory and / or Physical</p>

# Parent / Guardian / Emergency Contact Details

Parent / Guardian Name 1:	
Address of Parent / Guardian 1:	
Contact Numbers of Parent / Guardian 1:	
Email address:	
Parent / Guardian Name 2:	
Address of Parent / Guardian 2:	
Contact Numbers of Parent / Guardian 2:	
Email address:	
Alternative Contact Name:	
Alternative Contact Address:	
Alternative Contact Number:	
Relationship to Child:	

# Medical Details

Name of Doctor:							
Address of Surgery:							
Telephone Number of surgery:							
Immunisation – please circle those received	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Whooping Cough</td> <td style="width: 33%;">Polio</td> <td style="width: 33%;">Diphtheria</td> </tr> <tr> <td>Meningitis</td> <td>Tetanus</td> <td>MMR</td> </tr> </table>	Whooping Cough	Polio	Diphtheria	Meningitis	Tetanus	MMR
Whooping Cough	Polio	Diphtheria					
Meningitis	Tetanus	MMR					
Medical Conditions (Asthma, Eczema etc)							
Any Allergies:							
What are the signs of the allergies?							
Regular medication:							
Prohibited food:							
Previous illness (e.g. measles, mumps, etc)							
Health Visitor's Name:							
How many weeks' gestation was your child born? (This helps us support children who were premature at birth)							

# Consent Forms

Please complete the forms below, deleting any sections that you do not agree to and discuss these further with the school.

## MEDICAL:

I give my permission for the staff at Little Moles Nursery, to seek medical advice about my child should they feel it necessary.

I give permission for my child to receive medication at instructed and any emergency dental, medical or surgical treatment, including an anaesthetic or blood transfusion, as considered necessary by the medical authorities present.

Signed:..... Date:.....

Name:..... Child's Name:.....

## OUTINGS:

I give permission for my child to be taken off the school premises for short local outings of an educational nature. I understand that educational outings further afield in support of the curriculum will be dealt with as they arise, and specific permission prior to the trip.

Signed:..... Date:.....

Name:..... Child's Name:.....

## HEAD LICE AND SUN CREAM:

I agree to a member of school staff checking my child's hair for head lice, if necessary, and to apply sun cream if I provide it.

Signed:..... Date:.....

Name:..... Child's Name:.....

## JEWELLERY (INCLUDING EARRINGS) AND WATCHES:

It is the policy that children must not wear any jewellery in nursery. Special permission can be obtained if a child needs to wear an S.O.S medallion for medical reasons. No hoops, ring or dangling earrings can be worn. The only permitted style is "small studs".

Signed:..... Date:.....

Name:..... Child's Name:.....

# Additional Security Password

As a parent/carer we ask you to provide us with a password to be used should anyone else (regardless of whether they are on the contact list) come to collect your child, other than yourself, they will be asked for the password.

If the person collecting your child does not have the password, we will **not** allow your children to leave the premises until such time as we are able to contact you.

Please complete and sign below to confirm you understand the above and provide us below with the password.

Thank you.

**PASSWORD:**.....

I/We understand the above information regarding the password. I/We will keep the password secure and will only give it to those people who will pick up my/our children.

I/We and the person picking our children up understand that verbal abuse towards staff will not be tolerated.

Signed:.....

Date:.....

Child's Name:.....



# Home / Nursery Agreement

The nursery will provide the highest quality of education, care and preparation for life in a happy, stimulating, exciting and well-disciplined environment.

## The Nursery Will:

- Be welcoming and open to all parents, involving you in all aspect of school life
- Provide a happy, secure and well-disciplined learning environment for your child
- Enforce our behaviour policy fairly
- Offer a high standard of teaching
- Ensure your child's safety whilst at school
- Keep you informed of your child's progress and achievements through consultation meetings, reports and assemblies
- Contact you promptly with any concerns we may have as and when they arise
- Deal promptly with any concerns or complaints you bring to our attention

**Signed and agreed by Mrs Smith, Principal**

## The Parents Will:

- Ensure my/our child attend nursery regularly and on time
- Ensure my/our child follows nursery rules
- Support the nursery behaviour policy
- Inform the nursery promptly of anything which may affect my/our child's behaviour or performance at nursery
- Attend open evenings and read newsletters
- Advise nursery of change to telephone numbers and contact details
- Behave in an appropriate manner at all times whilst on nursery premises
- Parents must complete a Parental Declaration form on a termly basis:  
[https://www.kelsi.org.uk/\\_data/assets/pdf\\_file/0006/80574/Parental-Declaration-Form-for-3-and-4-Year-Old-30-Hours-and-EYPP-Funding.pdf](https://www.kelsi.org.uk/_data/assets/pdf_file/0006/80574/Parental-Declaration-Form-for-3-and-4-Year-Old-30-Hours-and-EYPP-Funding.pdf)

**Signed .....**Parent/Guardian

**Date:** .....

### Requested Sessions:

<b>Required Start Date. (After third birthday)</b>	
<b>Please state which sessions you require:</b>  <b>AM Sessions 9.00am – 12.00pm</b>  <b>PM Sessions 12.30pm – 3/3.30pm</b>	(Please tick AM or PM)  Monday AM <input type="checkbox"/> PM <input type="checkbox"/>  Tuesday AM <input type="checkbox"/> PM <input type="checkbox"/>  Wednesday AM <input type="checkbox"/> PM <input type="checkbox"/>  Thursday AM <input type="checkbox"/> PM <input type="checkbox"/>  Friday AM <input type="checkbox"/> PM <input type="checkbox"/>
<b>Does your child already attend another setting?</b>  <b>If yes, please name the other setting</b>	Yes/No
<b>Email address –</b> Please write your email address so we can confirm as to whether or not you have been able to gain a place at our nursery.	

Many thanks for completing your application for Little Moles Nursery at Molehill Primary Academy.

A member of the nursery team will contact you via email to confirm whether your child has been successful in gaining a place at the nursery.

In the meantime, if you have any further queries please do not hesitate to contact us on 01622 751729

Email: [littlemoles@molehillprimaryacademy.org.uk](mailto:littlemoles@molehillprimaryacademy.org.uk)

