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| JP_New_Logo | JENNETT’S PARK CE PRIMARY SCHOOL **(Academy)** | | JP_New_Logo |
| **3, Tawny Owl Square,**  **Jennett’s Park,**  **Bracknell,**  **RG12 8EB** | | | |
| Nursery Registration Pack | | | |
|  |  | |  |
| Please complete this pack and return it to the school as soon as possible with your child’s birth certificate and your council tax statement | | | |
|  | | | |
| Student Name: | |  | |

SCHOOL USE ONLY

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| Eligible Start Date: |
| Birth Certificate: |
| Council Tax: |
| Acknowledgement Date: |
| Distance: |

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| JP_New_Logo | Registration FormConfidential ***All sections must be completed*** | JP_New_Logo |
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| *All schools are required by law to keep on record details of students admitted. We would be grateful if you would fully complete this form and return it to the school as soon as possible.* | | | |

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| **STUDENT DETAILS** | | | | | | | | | | | | | |
| Legal Surname: | | |  | | | | Address: |  | | | | | |
| Legal Forename(s): | | |  | | | |  | | | | | | |
| Date of Birth: | | |  | | | |  | | | | | | |
| Sex: Male 🞏 Female 🞏 | | | | | | |  | | | | | | |
| Country of Birth: | | |  | | | | Post Code: | | | |  | | |
|  | | | | | | | Home Telephone: | | | |  | | |
|  | | | | | | | | | | | | | |
| **DETAILS OF THOSE WITH LEGAL RESPONSIBILITIES** | | | | | | | | | | | | | |
| Parents/Step Parents/Guardians/Carers who live with the child **at the same address**: | | | | | | | | | | | | | |
|  | Title | Surname | | | Forename(s) | | | | | | | Relationship (eg. Father, Stepfather) | |
| Parent 1 |  |  | | |  | | | | | | |  | |
| Parent 2 |  |  | | |  | | | | | | |  | |
|  | | | | | | | | | | | | | |
| **PARENTS’ DETAILS (if not at the same address as the student)** | | | | | | | | | | | | | |
| Mother’s Name: | | | | | | | Father’s Name: | | | | | | |
| Address: | | | | | | | Address: | | | | | | |
|  | | | | | | |  | | | | | | |
|  | | | | | | |  | | | | | | |
| Parental Responsibility: Yes 🞏 No 🞏 | | | | | | | Parental Responsibility: Yes 🞏 No 🞏 | | | | | | |
| Court Order: Yes 🞏 No 🞏 | | | | | | | Court Order: Yes 🞏 No 🞏 | | | | | | |
|  | | | | | | | | | | | | | |
| **EMERGENCY CONTACT NUMBERS** | | | | | | | | | | | | | |
| ***Contact 1 (name):*** | | | | | | | ***Contact 2 (name):*** | | | | | | |
| Mobile Number: | |  | | | | | Mobile Number: | | |  | | | |
| Work Number: | |  | | | | | Work Number: | | |  | | | |
| Home email: | |  | | | | | Home email: | | |  | | | |
| Work email: | |  | | | | | Work email: | | |  | | | |
| ***Other Contacts*** (please specify name & relationship): | | | | | | |  | | | | | | |
| Name: | | | | | | | Tel: | | | | | | |
| Name: | | | | | | | Tel: | | | | | | |
| If you do not wish to be registered with the school to receive emails, please tick this box 🞏 | | | | | | | | | | | | | |
| Please tick to confirm that Emergency Contacts have given consent for their details to be shared 🞏 | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| **DETAILS OF PREVIOUS SCHOOL(S)/ NURSERY – IF APPLICABLE** | | | | | | | | | | | | | |
| School Name/Address | | | | Date Started | | Date Left | | | Ages (from-to) | | | | Reason for Leaving\* |
|  | | | |  | |  | | |  | | | |  |
|  | | | |  | |  | | |  | | | |  |
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| \* N = Normal Completion F = Family Move V = Voluntary Transfer E = Exclusion | | | | | | | | | | | | | |

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| **SIBLINGS** |
| Names of brothers and/or sisters who have attended or are currently attending Jennett’s Park, and the year they started: |
|  |
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| **NURSERY SESSION PREFERENCE** | | |
| Type of Nursery Place | Session Times |  |
| 15-hours funded AM | Monday to Friday  AM 08:45 – 11:45 | ☐ |
| 15-hours funded PM | Monday to Friday  PM 12:15 – 15:15 | ☐ |
| 30-hours funded + paid lunch\* | Monday to Friday  08:45 – 15:15 | ☐ |
| 15-hours funded + paid lunch + paid top up session\* | Monday to Friday  08:45 – 15:15 | ☐ |

\*Please visit <https://www.jennettspark.bracknell-forest.sch.uk/admissions/nursery-admissions> for information on the chargeable fee.

**Does your child have a Statement of Special Educational Needs/EHC Plan? Yes / No**

It may be helpful to consider whether your child has difficulty in any of these areas:

**Communication, learning, behavioural, emotional and social development, physical development**

*Please specify* ………………………………………………………………………………………………………

If your child does have any difficulties in the above areas, please name any other agencies involved with

your child:…………………………………………………………………………………………………………

*The school is required by law to take disability into account in relation to the nursery admission process and the arrangements it makes for disabled pupils and potential pupils. This is so to avoid any child being discriminated against on the grounds of their disability in the allocation of nursery places or in the arrangements that are made within the nursery to provide for a child's disability. If you think that your child has a disability, please give full details of the disability and attach any supporting documentation to this application form. This can then be considered when places at the nursery are allocated and, if your child is admitted, in the arrangements made within the nursery to provide for your child's disability.*

Parents should consider informing the school if their child becomes disabled in the future.

The school's ability to make provision for the child's condition will be reduced if the school is not informed of a disability.

**Is the child Looked After by (in the care of) the Local Authority Yes / No**

**If yes please name the Local Authority** ………………………………………………………………………

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| **ETHNIC ORIGIN (One tick only)** | | | | | | | | | | | |
| Afghan |  |  | Croatian |  |  | Mirpuri Pakistan |  |  | Vietnamese |  |  |
| African Asian |  |  | Egyptian |  |  | Moroccan |  |  | White Cornish |  |  |
| Albanian |  |  | Filipino |  |  | Nepali |  |  | White English |  |  |
| Arab |  |  | Greek |  |  | Other Asian |  |  | White Irish |  |  |
| Asian & any other group |  |  | Greek Cypriot |  |  | Other Black |  |  | White Scottish |  |  |
| Asian and Black |  |  | Gypsy |  |  | Other Black African |  |  | White Welsh |  |  |
| Asian and Chinese |  |  | Gypsy Roma |  |  | Other Chinese |  |  | White +any other Asian |  |  |
| Bangladeshi |  |  | Hong Kong Chinese |  |  | Other Ethnic Group |  |  | White and any other Ethnic Group |  |  |
| Black – Angolan |  |  | Indian |  |  | Other Gypsy/Roma |  |  | White & Black African |  |  |
| Black – Congolese |  |  | Information not Obtained |  |  | Other mixed background |  |  | White & Black Caribbean |  |  |
| Black – Ghanaian |  |  | Iranian |  |  | Other Pakistani |  |  | White & Chinese |  |  |
| Black – Nigerian |  |  | Iraqi |  |  | Polynesian |  |  | White & Indian |  |  |
| Black – Sierra Leonian |  |  | Italian |  |  | Portuguese |  |  | White & Pakistani |  |  |
| Black – Somali |  |  | Japanese |  |  | Refuse to say |  |  | White Eastern European |  |  |
| Black – Sudanese |  |  | Kashmiri other |  |  | Roma |  |  | White European |  |  |
| Black and any other group |  |  | Kashmiri Pakistani |  |  | Serbian |  |  | Yemeni |  |  |
| Black and Chinese |  |  | Korean |  |  | Singaporean Chinese |  |  |  |  |  |
| Black – Caribbean |  |  | Kosovan |  |  | Sri Lankan Sinhalese |  |  |  |  |  |
| Black – European |  |  | Kurdish |  |  | Sri Lankan Tamil |  |  |  |  |  |
| Black – North American |  |  | Latin/South Central American |  |  | Taiwanese |  |  |  |  |  |
| Bosnia-Herzegovinian |  |  | Lebanese |  |  | Thai |  |  |  |  |  |
| Chinese |  |  | Libyan |  |  | Traveller of Irish heritage |  |  |  |  |  |
| Chinese and any other group |  |  | Malay |  |  | Turkish |  |  |  |  |  |
|  |  |  | Malaysian Chinese |  |  | Turkish Cypriot |  |  |  |  |  |
| **ENGLISH AS A SECOND LANGUAGE** | | | | | | | | | | | |
| Is English spoken at home as a second language? Yes 🞏 No 🞏 | | | | | | | | | | | |
| Please specify the home language (if not listed above): | | | | | | | | | | | |

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| **RELIGION** | | | | | | | | |
| Buddhist |  |  | Jewish |  |  | Other Religion |  |  |
| Christian |  |  | Muslim |  |  | No Religion |  |  |
| Hindu |  |  | Sikh |  |  | Refused |  |  |
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**Please note:** We do not assume dietary preferences based on religion. If your child has specific dietary preferences, please record them in the section below.

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| **DIETARY NEEDS** | | | | | | | | | | |
| Artificial colour allergy |  |  | Kosher foods only |  |  | No nuts |  |  | Vegetarian |  |
| Gluten free |  |  | No dairy produce |  |  | No pork |  |  |  |  |
| Halal |  |  | No fruit |  |  | Seafood allergy |  |  |  |  |
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| **PREDOMINANT MODE OF TRANSPORT TO SCHOOL (One tick only):** | | | | | | | | | | | | | | | | | |
| Walk |  |  | Cycle |  |  | Car |  |  | Coach |  |  | Rail |  |  | Other |  |  |
|  | | | | | | | | | | | | | | | | | |

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| **MEDICAL INFORMATION: (confidential)**  It is vital that the school has accurate, up to date medical information on your child. Please give full details. ALL MEDICINES MUST BE HANDED TO THE SCHOOL OFFICE WITH A COMPLETED MEDICAL FORM | |
| **Doctor’s Surgery**: **Student’s NHS Number**:  Address:  Phone No: | |
| **General Health of Student** (Please state any medical conditions of which the school should be aware. This information is treated confidentially): | |
| **Should your son/daughter wear glasses:** Yes 🞏 No 🞏  If Yes, please tick where appropriate: Always 🞏 Close work: 🞏 Board work 🞏 | |
| **Allergies:** Does your child suffer from any chronic severe allergy (e.g. Wasp stings etc) whereby he / she may require a lifesaving injection in school?  Yes 🞏 No 🞏  If yes please supply the following details: Cause of Allergy: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Antidote Drug: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please print)  If using an EpiPen, Parents must take responsibility for ensuring students hand in the EpiPen to the School Office and that the expiry date has not lapsed.  This information will be treated in the strictest confidence and in no way jeopardises the provision of a place for your child, however failure on the part of the parent to disclose this information will mean that Bracknell Forest will not accept liability for your child if a severe reaction occurs whilst he/she is in school. | |
| **Medical condition:** | **Details: i.e. Treatment / Dosage / Trigger Factors / Emergency Procedure:** |
| **Hearing / visual impairment**  Yes 🞏 No 🞏 |  |
| **Epilepsy**  Yes 🞏 No 🞏 |  |
| **Diabetes**  Yes 🞏 No 🞏 |  |
| **Other (include any other allergies)** |  |
| **Elastoplast** | Is your child allergic to Elastoplast? Yes 🞏 No 🞏 |
| **Uses Inhaler**  Yes 🞏 No 🞏 | **Type of Inhaler** Reliever 🞏 Preventer 🞏  Reliever Inhaler available to be kept in school? Yes 🞎 No 🞎  Reliever Inhaler used before exercise? Yes 🞎 No 🞎 |
| Any other information you think would be useful to the school: | |

**Consent Form for Photography and Images of Children**

Please **answer the questions below, sign and date the form and return it to the school**. You may withdraw your consent at any time.

Name of child (please print): ………………………………………………………………………

At Jennett’s Park CE Primary School, we require your consent for a variety of reasons:

* We sometimes take photographs of our pupils. These photographs are used in a variety of ways to celebrate or enhance pupil’s learning, inform parents and raise the profile of the school.
* Occasionally your child may be photographed or filmed by video - for example in a school production. We have regular visits from the local press to cover special events.
* Periodically we may take the children to visit somewhere interesting that is within walking distance of the school. The children will be supervised by teachers, other school personnel and occasionally DBS checked parents. Any visits requiring transport will be separately notified.
* Your child will have access to the Internet for educational purposes only.

**Please tick the relevant boxes below**

🞏 I am happy for my child to take part in school visits

🞏 I am happy for the school to take photographs of my child for school use

🞏 I am happy for my child to appear in group photographs taken by others during school hours at events such as sports day, performances, assemblies

🞏 I am happy for photos of my child to be used on the school website

🞏 I am happy for photos of my child to be used in the school newsletter

🞏 I am happy for photos of my child to be used in the school prospectus

🞏 I am happy for photos of my child to be used for features in the local press

🞏 I am happy for the school to take videos of my child

🞏 I am **NOT**happy for the school to take or use photos of my child

**Declaration**: I have read and understood the above. My decision on whether to give consent will remain valid throughout my child’s time at the school, unless I notify the school to the contrary in writing. I guarantee that if I, or members of my family, take photographs or video recordings at a school event, these will be kept for family use only and not shared on social media.

Signed ………………………………………………………(Parent/Guardian) Date ………………

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| **CHANGE OF CLOTHES** | | |
| Should my child require a change of clothing, including under garments due to a wetting accident or wet play incident, I give permission for a member of staff to help him/her change into clean clothes.  **Please Sign**  Signed: Date:  Parent/Guardian  Name: (please print) | | |
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| **DECLARATION OF PERSON WITH LEGAL RESPONSIBILITY:** |
| **I certify that the information I have given on this form is correct and that I have parental responsibility for the child named on this form. I have read the relevant Nursery Admissions Policy.**  **I understand that the Governing Body reserves the right to verify any of the information given on this form and that any offer of a place will be on the basis that the information supplied is accurate and current. Any place offered may be withdrawn if I give false or misleading information.**  **I certify that all relevant sections have been completed fully and I have provided the correct paperwork. I understand that failure to do so could delay my application.**  **I understand that I must make a separate application for a primary school place and that the offer of a place in this nursery class does not give priority to an application that I may make for the school.**  **Signature of Parent/Carer……………………………………… Date…………………** |
| **NOTE:** It is **VITAL** that any change in information is notified to the school. |

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| **DATA PROTECTION STATEMENT:** |
| I understand that the Personal information contained in this form is subject to the Data Protection Act 2018 and GDPR (General Data Protection Regulation). My personal data may be exchanged with other departments in Bracknell Forest Council, other Local Authorities and admissions authorities, schools and government agencies where necessary as part of the admissions process. Please see our privacy notice on the school’s website for more information. |

**This form, your child’s birth certificate and your council tax statement should be given to the Admissions Secretary at:**

Jennett’s Park CE Primary School

3 Tawny Owl Square, Jennett’s Park, Bracknell, RG12 8EB

**TERMS AND CONDITIONS**

1. All parents applying for a Nursery place for their child must provide the following: -

* Parent’s National Insurance number
* Parent’s DOB
* Child’s birth certificate
* A completed Parent Declaration Form
* A valid eligibility code if applying for funded 30 hours

This information is required by the Local Authority to validate funding for either 15 hours or 30 hours.

1. All children are eligible for 15 hours Nursery provision from the term after they are 3.
2. In addition, children may be eligible for 30 hours free care (extended provision). To prove eligibility, parents must obtain a code from HMRC and must provide that to the school by the cut-off period stated by the school.
3. The school encourages parents to apply the term before their child turns three, to ensure they can access a place when they want it. If the school does not receive the code before the deadline, parents may need to pay to access their child’s 30-hour place. This will be the case until the following term. The earliest a parent could receive a 30 hours code for their child is 16 weeks before they turn three. Parents can also apply to HMRC 31 days before taking up or returning to work.
4. If a valid code is not received by the school by the term before the child is due to start, then the extra 15 hours will not be funded. The parent will have to pay or the extended place will be withdrawn.
5. Parents without a valid code who still want an extended 30 hours place can also apply. Places are offered according to our Admissions criteria. Parents will be invoiced and must pay in full half termly in advance. Daily or weekly payment cannot be accepted as this causes a significant administrative burden to the school.
6. If payment is not received by the due date on the invoice, then the extended place is at risk of being withdrawn.
7. If a parent who has a 15-hour place subsequently obtains a 30-hour eligibility code, they may apply to the school for an extended place. However, this is not guaranteed and will be determined by the admission criteria.
8. Parents who have paid for extended hours are not eligible for a refund should their child miss a session for any reason.
9. Parents with a 30-hour code must reconfirm their code every three months as detailed by HMRC. HMRC will issue reminders. In the event that a code is not reconfirmed by the cut-off date, the child will no longer be eligible for an extended funded place. Parents will then be invoiced for the additional 15 hours per week which must be paid in advance or the additional 15 hours place may be withdrawn. Jennett’s Park CE Primary School cannot be held responsible to send reminders to reconfirm codes or settle disputes between parents and HMRC. We strongly advise parents to follow Government Guidelines available on their website. <https://www.gov.uk/30-hours-free-childcare>
10. All parents must provide a packed lunch for their child if they are staying for 30 hours and payment must be made to cover the additional 30-minute lunch.
11. Each term the school will consider if there is availability to offer paid lunch or paid top sessions. This will depend on numbers and staffing and will be communicated to current nursery parents using normal school procedures.