



## ST. PAUL'S PRE-SCHOOL

C/o The Presbytery, St Paul's RC Church, Hazelgrove Road, Haywards Heath, West Sussex, RH16 3PQ  
Pre-School Administrator: 01444 450139 (Mon, Wed, Thurs) Pre-School mobile: 07986 355812

### APPLICATION FORM: AFTERNOON SESSIONS

Date Of Child's 3 <sup>rd</sup> Birthday	Term in which they can start Pre-School
1 <sup>st</sup> September - December	Autumn Term after Half Term (usually November)
January – March	Spring Term
March - June	Summer Term

Please return this form to the Pre-School with a copy of your child's Baptism certificate and £10 registration fee. Cheques should be made payable to St. Paul's Pre-School.

If any of your details change please let us know so that all information is up to date. Any information provided is confidential but if there are details you would prefer to discuss in person then please contact the Pre-School Supervisor or Pre-School Administrator.

The Pre-School is open during West Sussex County Council term times, 38 weeks a year.

Child Details	Sessions
<b>Name of Child:</b> <b>Date of Birth:</b> <b>Gender:</b> <b>Address:</b>  <b>Place of Baptism:</b> <b>Date:</b> If Baptised Catholic please provide a copy of the Baptismal certificate. Please see the Admissions Policy in the prospectus for further details.	Autumn Term Monday and Wednesday 1:00 pm – 3:30 pm Spring and Summer Terms Monday, Wednesday, Thursday 1:00 pm – 3:30 pm  Please tick the box for the afternoon sessions you would like: <input type="checkbox"/> Monday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday

Parent/ Guardian's Details	
<b>Surname:</b> <b>First Name:</b> <b>Title:</b> <b>Relationship to child:</b>	<b>Address</b> (if different from above)  <b>Home Telephone:</b>  <b>Work/Mobile Telephone:</b>

<b>Parent / Guardian's Signature:</b>  <b>Date:</b>
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Please see overleaf for further information.

#### OFFICE USE

Date Application Received:

Baptism Cert. Supplied:

Registration Fee:

What Next?

- We will write to you to acknowledge receipt of application. Your child’s name will be added to the waiting list and you will not hear anything further until the Pre-School Committee has met to confirm the admissions for your year. Places are allocated on the basis of the Pre-School’s Admissions Policy as detailed in the prospectus.
- If you are offered a place you and your child will be invited to an afternoon tea in the term before your start date. If you would like to visit the pre-school before this time you are most welcome, please contact the Pre-School Supervisor to arrange a suitable time.
- **Please note that St. Paul’s Pre-School’s admission process is separate from St. Joseph’s Catholic Primary School. Admission to the Pre-School does not guarantee a place at St. Joseph’s.**

Funding for Afternoon Sessions

**Note on Fees for Afternoon Sessions**

Children become eligible for Government Free Entitlement Funding the term following their 3<sup>rd</sup> birthday, as per these dates:

<b>Date of Child’s Birth</b>	<b>Term in which funding can be claimed</b>
Before 31 <sup>st</sup> December	Spring Term (after Christmas holidays)
Before 31 <sup>st</sup> March	Summer Term (after Easter holidays)
Before 31 <sup>st</sup> August	Autumn Term (after summer holidays)

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