



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 450 139 (Mon, Wed, Fri a.m.), Pre-School mobile: 07986 355812

APPLICATION FORM: MORNING SESSIONS

Please return this form to the Pre-School with a copy of your child's Baptism certificate and £5 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.

<p style="text-align: center;">Contact Details</p> <p>Name of Child:</p> <p>Date of Birth:</p> <p>Gender:</p> <p>Address:</p> <p>Religion: If Baptised Catholic please provide a copy of the Baptismal Certificate. Please see the Admissions Policy in the Prospectus for further details.</p>	<p style="text-align: center;">Sessions</p> <p style="text-align: center;">8:45am – 12:00 noon</p> <p>Morning sessions are for children who are 3 years old by the start of the Autumn Term on the 1st September.</p> <p>Please tick the box for the morning sessions you would like.</p> <p><input type="checkbox"/> Monday <input type="checkbox"/> Tuesday</p> <p><input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday</p> <p><input type="checkbox"/> Friday</p>
<p>Name of Parents/ Carers:</p> <p>First Names:</p> <p>Titles:</p>	<p>Address (if different from above)</p> <p>Home Telephone:</p> <p>Work/Mobile Telephone:</p>

<p>Parent / Guardian's Signature:</p> <p>Date:</p>
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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 Management 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 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.**

OFFICE USE

Date Application Received:

Baptism Cert. Supplied:

Registration Fee:



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APPLICATION FORM: AFTERNOON SESSIONS

Children attending the afternoon sessions will be offered a place for the morning sessions the following autumn.

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

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Child Details	Sessions
Name of Child: Date of Birth: Gender: Address: Place of Baptism: Date: Please enclose a copy of the Certificate.	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	
Surname: First Name: Title: Relationship to child:	Address (if different from above) Home Telephone: Work/Mobile Telephone:

Parent / Guardian's Signature: Date:

Please see overleaf for further information.

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- 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 3rd birthday, as per these dates:

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

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