



Application for Childcare Place

PLEASE PRINT

Full name of child	Date of Birth	
--------------------	---------------	--

Child's Address	

Parent (1) Name: <input style="width: 90%;" type="text"/> Tel. Home: <input style="width: 90%;" type="text"/> Tel. Mobile: <input style="width: 90%;" type="text"/>	Parent (2) Name: <input style="width: 90%;" type="text"/> Tel. Home: <input style="width: 90%;" type="text"/> Tel. Mobile: <input style="width: 90%;" type="text"/>
---	---

Date Childcare to Start:	Date Childcare to End (if applicable)
--------------------------	---------------------------------------

	Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
Drop off/Start Time ¹					
Collection/End Time ²					

1 Children for 'School drop-off' will not be accepted after 8.30am and full charges will still apply.

2 We allow 15 minutes past the allocated end time due to varying traffic conditions on Muller Road without penalty.

	I/we will provide pack-lunch and or ready to eat meals.
--	---

	I/we would like meals to be provided on the following days (please tick below all that apply)
--	---

	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast (£1.00)					
Lunch (£1.50)					
Dinner (£2.00)					

	I/we wish to receive a printed invoice each month and will pay by cash or cheque
--	--

	I/we wish to receive invoice by email and pay electronically (Please enter email address)	
--	---	--

Fulltime Childcare provision is provided on the basis of 48 weeks per calendar year. This allows 2 weeks unpaid holiday for the parent/guardian and 2 weeks unpaid holiday for the provider (Where provision is made for alternative childcare whilst the provider is on holiday, this will be either invoiced as normal or paid direct to the service provider). We are closed weekends and bank holidays.

School collection and drop-off are charged per day attended in line with the school calendar. School holidays incur a retainer fee which is currently set at 50% of the standard rate.

I/we understand that a place is not reserved until the Contract Document has been signed by all parties and the Parental Permission Forms have been fully completed and signed.

Unlike other care providers, we DO NOT charge our customers a deposit but an administration fee of *£20.00 per child is payable once a verbal offer of placement is made prior to the issuing of the contract and relevant permission paperwork.

*I/we understand that the administration fee is non-refundable and that I/we are entering into a contract for childcare provision. If I/we do not take the reserved place I/we may be liable for loss of earnings to the said provider.

I/we are the Parent/legal Guardian of the above named child and I/we wish to apply for a childcare place with Natalie Stephens.

Parent 1	Print Name: <input style="width: 90%;" type="text"/>	Sign: <input style="width: 90%;" type="text"/>	Date: <input style="width: 90%;" type="text"/>
-----------------	--	--	--

Parent 2	Print Name: <input style="width: 90%;" type="text"/>	Sign: <input style="width: 90%;" type="text"/>	Date: <input style="width: 90%;" type="text"/>
-----------------	--	--	--