Little Windmills
PRE-SCHOOL

Little Windmills Pre-School Admissions/Registration Form

Child's surname_____ First name(s) _____

Address_____

_____ Postcode _____

Nationality _____ First language _____ Male/Female _____D.O.B. _____

Your surname _____ Title _____ First name _____

Relationship to child _____ Tel. no.: _____

Work tel. no.: _____ Mobile no.: _____

Email address.: _____

Address (if different to above) _____

_____ Postcode _____

Does the child normally live with you ? _____ Sign _____ Date _____

Other adults with parental responsibility or legal contact with the child

Surname _____ Title _____First name _____

Relationship to child _____ Tel. no.: _____

Work tel. no.: _____ Mobile no.: _____

Reach Village Centre, Fair Green, Reach, Cambs. CB25 0JD
Tel No: 07803 671200 Email: susan@littlewindmills.co.uk
www.littlewindmills.co.uk

Address (if different to child's) _____

_____ Postcode _____

Does the child normally live with you? _____ Sign _____ Date _____

Contact details of any other persons authorised to collect your child.

Please complete the Child Collection Sheet and inform the session leader at the start of the session if your child is being collected by anyone other than yourself or the person who dropped them off.

Name	Tel. no.	Relationship to child

Session Details

Monday to Friday 9.15am – 11.45am during school term time. Please provide a healthy snack for every session your child attends.

Please tick the relevant box(es) below for the session(s) your child wishes to attend.

Mon	Tue	Wed	Thu	Fri
☐	☐	☐	☐	☐

It will be confirmed that your chosen sessions are available and a start date will be agreed.
If your chosen sessions are unavailable, alternatives will be offered where possible.

Fees and Early Years Voucher Funding

£10.00 per session per 2–3 year old. £8.45 per session per 3–5 year old.
Fees will be invoiced half-termly in advance. All agreed sessions must be paid for whether attended or not.
We are registered to accept Early Years Voucher Funding and will claim the grant on your behalf the term after your child's third birthday. Fees are reviewed annually at the A.G.M.

Other Information

Please provide any information including additional education needs, medical, dietary or allergy details which we need to know about to ensure your child's safety and well-being. Please give full details and continue on a separate sheet if necessary.

Please attach a £5.00 non-refundable admissions fee with this application**.**

Parental Permissions

Emergency Medical Advice or Treatment
We may have to seek medical advice or emergency treatment for your child whilst at Little Windmills. It may also be necessary for your child to be taken to A&E to be examined, treated or admitted as necessary on the understanding that Parents have been informed and are on their way.

I do / do not give permission for staff to seek emergency medical advice or treatment.

Signature of parent/carer_____ Date_____

Photographs

Photographing children is a controversial issue. Therefore, we seek your written permission to include your child in any photographs taken at the pre-school. Children's names will never be disclosed. Photos will be used for record keeping and promotional purposes only and may appear on the website.

I do / do not agree to my child being photographed during sessions.

Signature of parent/carer_____ Date_____

Observations

We make observations of your child within the setting for record keeping and developmental purposes and occasionally it maybe necessary to share these observations with other professionals. Parents may access these records at anytime and they will be stored securely and kept confidential. At an appropriate time, information will be shared with your child's next educational setting.

I do / do not agree to observations being made and shared as appropriate.

Signature of parent/carer_____ Date_____

Village Walks

We regularly have walks in the village and therefore, seek your written permission to include your child in any such outings. The necessary Ofsted staff/child ratios will apply.

I do / do not agree to my child going on village walks.

Signature of parent/carer_____ Date_____