



Angels At Play Nurseries Registration Form

Date Received:...../...../.....

Please complete in BLOCK CAPITALS - All information given will be treated in the strictest confidence

Child's Surname: Child's First & Middle Name(s):
 (If child has not yet been born, please enter "BABY" & complete EDD below)

Sex of Child: Male / Female (please circle)

Please complete only one of the following: Date of Birth: Expected Delivery Date:

Is this a sibling registration: Yes: No: If Yes, Name of Sibling:

Child's Address:
 Postcode: Home Tel No:

Family Email Address:.....

Email Address for Accounts purposes:.....

Required Start Date: Preferred Nursery Location: **Hoddesdon/ Suckling's Yard, Ware**

Please tick one option only for each of the following questions: - **Park Road, Ware** (delete as applicable)

1. We will consider another Angels At Play Nursery location if a place is not available at our preferred location.
 We will not consider another Angels At Play Nursery location.
2. If the days or number of days that we have registered for are not available for our required start date, then we will consider any combination of days available.
 We will only consider the full days & number of days that we have registered for.
3. I/We were recommended by: Are they an existing parent? YES / NO
4. Has your child attended childcare before? YES / NO
5. Is your child currently in a childcare setting? YES / NO
 If yes, who with:

MOTHER'S DETAILS

Mother's Surname:

Mother's First Names:

Occupation:

Work Co. Name:

Work Address:

Work Tel No:

Mobile No:

Email:

Contact: First Second

Person(s) with Parental Consent: Mother Father Other

Please specify if parents are divorced and/or if the child being registered is the subject of a Court/Protection Order

If ticked please provide details:.....

I/we confirm I/we wish to register my/our with Angels at Play Nurseries and agree to the Terms & Conditions of registration as provided to me. I/we confirm that we are registering for the Hours Required as shown overleaf. I/we confirm that those specified above have full Parental Consent for the child being registered and that this consent is not subject to any other Court Order.

Signed: Signed:

Date:..... Date:

Please ensure ALL details have been completed or your Registration can not be processed. Please now complete the sections overleaf.

HOURS REQUIRED 0-3yr olds (Please complete the following, indicating your requirements by filling in appropriate circles, e.g ●)

Session*	Monday	Tuesday	Wednesday	Thursday	Friday
Early Bird 7.30-8.00	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
AM only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
PM only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Full day	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Late Leaver 6.00-6.30	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Long Weekender Booking*:
(Mondays & Fridays only)

TOPS Club Booking*:
(3 to 5 Full Days only)

HOURS REQUIRED 3-5yr olds (Please complete the following, indicating your requirements by filling in appropriate circles, e.g ●)

Session*	Monday	Tuesday	Wednesday	Thursday	Friday
Early Bird 7.30-8.00	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
AM only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
PM only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Full day	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Late Leaver 6.00-6.30	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Single Early Years Funding (SEYF) Term after 3rd Birthday – 5yrs

Session*	Monday	Tuesday	Wednesday	Thursday	Friday
Early Bird	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FREE Morning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
AM wrap-around	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FREE Afternoon	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
PM Wrap-around	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Full Day wrap-around	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Late Leaver	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Long Weekender Booking*:
(Mondays & Fridays only)

TOPS Club Booking*:
(3 to 5 Full Days only)

Total Hours SEYF per week Claimed:.....hrs

*Terms and Conditions apply to all registrations and sessions, please see Parent Handbook

All registrations must be sent to: Angels at Play, 1 The Dockyard, Star Street, Ware, Herts SG12 7AN. Cheques should be made payable to: Little Angels Nurseries Ltd

Angels At Play will take registrations from any family that wishes to register and will not give priority to particular registrations on a basis of race, gender, creed or religion. Registrations will only be accepted as follows: -

1. Registration form must be fully completed.
2. Both parents must sign the registration form. (If only one parent is in the family, please sign where relevant & put a clear line through the other details).
3. Registration form must be accompanied by full & correct registration fee. The registration fee is £50 per child for new families registering a single child or £30 per child for existing families registering a sibling, or those new families who are registering more than one child.
4. Preference of nursery must be highlighted.

Once received & dated, registrations will be placed on a central waiting list & held on file until approximately 6 weeks prior to the required starting month. You will receive an acknowledgement of registration letter, which will confirm your required starting month & act as a receipt for your registration fee. This letter will be accompanied by our Policy Document – Parent’s Handbook. If we do not hear from you within 7 days of the date of this acknowledgement letter, we will assume that you have read the document and that you agree to adhere to all policies outlined within. After this initial letter we will not contact you again until we confirm your child’s first day at nursery.

As much as possible, places will be allocated according to the date your registration was received. However, the following priority order will be taken into account before places are allocated:

1. Any children already attending Angels At Play, who have requested additional sessions or a change of attendance.
2. Registrations from siblings of those children who already attend Angels at Play Nurseries.
3. The number of days required. Please be aware that should a full time place become available we will only split the sessions into part-time if a full time place can not be allocated.
4. The age of your child. We have to take into account the length of time a place is available in each room & whether there is the space for your child to move into subsequent rooms.
5. The date your registration was received.