



## Little Lawrences Pre School Contract

St Lawrence CE Primary School, Dog Lane Napton, Southam CV47 8LU  
Tel 01926 812447  
Ofsted number: 130884

Full Name of Child.....Date of Birth.....

**Parents/Carer's Details:** Full Name .....

Full Address.....

.....

.....

Contact Numbers: Home ..... Work .....

Mobile ..... Email address: .....

**Other Emergency Contacts details:**

Name ..... Tel ..... Mob.....

Name ..... Tel..... Mob.....

Name ..... Tel..... Mob.....

**Parent Date of Birth..... Parent National Insurance Number.....**  
(we need this information to process your funding claim)

Please tick to give consent to check for Early Years Pupil Premium

**Does your child currently attend another Nursery/Preschool?** Yes / No

If so, please give name of current provider.....

Are you planning to use any hours of government funding at the above named provider? If so, please indicate the number of hours used .....

*All 3 and 4 year olds are entitled to 570 hours of free early education or childcare a year, from the term after they turn 3. This is usually taken as 15 hours per week during term time (38 weeks per year), broken down into 5 sessions of 3 hours each. Children from working families may be entitled to 30 hours free childcare per week during term time. You can find out more information about 30 hours funding here: <https://www.stlawrenceprimaryschool.co.uk/little-lawrences/30-hours-free-childcare-for-working-parents/>*

Do you plan to claim the 30 hours funding for working parents? Yes / No

If you have your 30 hour code already, please write it here:.....

Please tick to give consent to check for 30 hours eligibility

**Place Preference – Please indicate by ticking the appropriate boxes**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Morning Session 8.55 – 12.00					
Lunchtime 12.00 – 1.15					
Afternoon Session 12.00 – 3.15					
All day session 9-3.15pm					

**Requested Start Date:** January / April / September (delete as applicable) Year.....

Please indicate whether you will want to make use of Larks n Owls which offers wrap around care from 7.30am – 6pm.

Breakfast Club	Yes	Maybe	No
After School Club	Yes	Maybe	No

Please note that if you pay for sessions, the following terms and conditions apply:

1. Full session charges will apply if you choose not to send your child to Little Lawrence’s due to a holiday, medical appointment, play date or similar.
2. Full session charges will apply if your child does not attend Little Lawrence’s due to illness.
3. Full session charges will still apply if Little Lawrence’s has to close due to unforeseen circumstances, such as snow. This would be reviewed in the event of closure over longer periods.
4. Sessions should be paid up front on a weekly, monthly or half termly basis (at the published rates), with the exception of customers using childcare vouchers or Tax Free Childcare where payments are split over twelve months.
5. A 4 week notice period is needed for paying parents to terminate your contract.

Signed .....

Date .....

**Please return this form to the school office. We will also need to see your child’s birth certificate or passport so please bring that along too. Thank you.**

**Please note the criteria for the allocation of places.**

- Priority will be given to those who want to retain existing places.
- Priority will be given to those children who are already users of Little Lawrences and /or are on the waiting list.
- Priority will be given to the eldest children.
- Priority will be given to those that request a full day.

We will always endeavour to give places as requested but cannot guarantee that we will meet all needs especially if demand is very high for specific sessions.