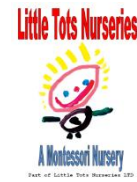




LITTLE TOTS NURSERY STONEY HEATH



BABY ROOM REGISTRATION

CHILD DETAILS			
First Names		Surname	
Known As	Date of Birth	Gender	Preferred Start Date
Religion	Ethnic Origin	Nationality	Main Languages or Other Languages Spoken:
PARENT/GUARDIAN DETAILS			
Carer 1 – Legal Responsibility? Yes / No		Carer 2 – Legal Responsibility? Yes / No	
Relationship to Child		Relationship to Child	
First Name		First Name	
Surname		Surname	
Nationality		Nationality	
Child's Home Address		Address (if different)	
Postcode		Postcode	
Home Phone		Home Phone	
Mobile Phone		Mobile Phone	
Home Email		Home Email	
Occupation		Occupation	
Work Phone		Work Phone	
Work Email		Work Email	
EMERGENCY CONTACTS			
(Please provide 2 contacts in order of priority – please be aware the contacts need to be local in case they need to collect your child if you are not available)			
Contact 1 Name		Contact 2 Name	
Relationship to Child		Relationship to Child	
Home Phone		Home Phone	
Mobile Phone		Mobile Phone	
Work Phone		Work Phone	
ALLERGY/DIETARY INFORMATION		MEDICAL CONDITIONS/MEDICINES	
(Please provide details of any medical allergies, food allergies or foods to avoid due to beliefs)		(Please provide details of any medicines your child takes regularly)	

MEDICAL INFORMATION

Doctor Name & Surgery	3 MONTH DEVELOPMENT CHECKS COMPLETED	Date
	6 MONTH DEVELOPMENT CHECKS COMPLETED	Date
	9 MONTH DEVELOPMENT CHECKS COMPLETED	Date
Surgery Phone Number	IMMUNISATIONS UP TO DATE (Please circle one)	YES NO
Health Visitor's Name	Health Visitor's Phone Number	
Did your child require an extended stay in hospital at birth, if so, give details:	Was your child born premature?	

DISABILITY, DEVELOPMENTAL CONCERNS OR ADDITIONAL NEEDS**(Important - Please circle Yes or No)**

PHYSICAL Yes / No	SENSORY Yes / No	LEARNING Yes / No	BEHAVIOUR Yes / No	SPEECH Yes / No	CHRONIC ILLNESS Yes / No	OTHER Yes / No
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IF you have circled Yes to any of these options, please give full details below:

Please provide details / Referrals applied for:

SESSION REQUIREMENTS**Open 51 weeks of the year** (only closed Bank Holidays & one week at Christmas)

Please note that a MINIMUM ATTENDANCE OF 3 SESSIONS OVER 3 DAYS A WEEK IS REQUIRED to make your child's Nursery experience beneficial

Please circle times required	Monday	Tuesday	Wednesday	Thursday	Friday
START TIMES	8am 8.30am 9.00am	8am 8.30am 9.00am	8am 8.30am 9.00am	8am 8.30am 9.00am	8am 8.30am 9.00am
FINISH TIMES	1.00pm 4.30pm 6.00pm	1.00pm 4.30pm 6.00pm	1.00pm 4.30pm 6.00pm	1.00pm 4.30pm 6.00pm	1.00pm 4.30pm 6.00pm
ALL YEAR	ALL YEAR = attending 51 Weeks of the year		TERM TIME ONLY		

FUNDED SESSIONS**From September 2024 babies over the age of 9 months may be entitled to 15 hours funding (subject to eligibility) – THIS IS THE TERM AFTER THEY TURN 9 MONTHS**

Funding is only paid Term Time (38 weeks of the year). Little Tots is open 51 weeks. 15hrs funding can be taken Term Time only (depending on availability). Your funding entitlement will be taken off your bill, the remainder will be stretched over monthly payments. You will need to provide us with your funding code each term to ensure you are eligible. Please complete the sections below if you are eligible

Baby (9 months+) – 15 hours	Parent/Carer National insurance number
	Carer 1:
Eligibility Code:	Carer 2:

OTHER USEFUL INFORMATION

Sibling 1		Sibling 2	
Name		Name	
Age		Age	
Festivals celebrated?		Withdraw from any activity?	
Has your child attended another Play Group, Childminder, Nursery etc?			
What school are you hoping your child will attend?			
Does your child attend the Family Centre? Yes / No			

PERMISSION FORM

PHOTOGRAPHS

<p><u>LEARNING JOURNAL</u> – we give permission for our child’s photo to be used in our secure password protected electronic Learning Journal – iConnect. You will also be able to see this Learning Journal via the secure password protected “ParentZone”.</p>	YES / NO
<p><u>GROUP PHOTO LEARNING JOURNAL</u> – sometimes the children will take part in a group activity which will be photographed for their Learning Journal. We give permission for our child to have group activity photos taken to be used in our personal Learning Journal but may also be shared on their peers Learning Journals.</p>	YES / NO
<p><u>FACEBOOK / TWITTER</u> – we give permission for our child’s photo to be used on our public Facebook /Twitter page, enjoying nursery activities.</p>	YES / NO
<p><u>WEBSITE</u> - we give permission for our child’s photo to be used on our website.</p>	YES / NO
<u>OUTINGS</u>	
<p>We give permission for our child to accompany a member of staff on this kind of activity.</p> <p>For children over the age of three, there is an opportunity for them to take part in Forest School, or visit out allotment, or perhaps take them locally to the shops, library and other local areas or the park. This depends on the weather.</p>	YES / NO
<u>FIRST AID</u>	
<p>We give permission for emergency first aid to be administered.</p> <p>In the event of your child requiring emergency aid, we need your authorization for senior staff at the nursery to call the emergency services and/or administer emergency first aid.</p>	YES / NO
<u>CALPOL</u>	
<p>We agree that Calpol may be given upon our verbal consent.</p> <p>Should your child become ill during a session, we may feel that giving them Calpol is necessary. We will always seek verbal consent before administering.</p>	YES / NO
<u>SUN PROTECTION CREAM</u>	
<p>We ask that you apply sun protection prior to arriving at the nursery – preferably once a day application but may need reapply.</p> <p>We give permission for sun cream to be administered when necessary.</p>	YES / NO
<u>SUDOCREAM</u>	
<p>We give permission for Sudocream to be administered when nappy changing if needed.</p>	YES / NO

To ensure that we are aware of parents’ wishes, please give details of any cultural and / or religious beliefs which need to be taken into account before emergency aid is administered:

<p>It is important that we are aware if your child attends another setting, to enable us to share information regarding their learning profiles. We also need this information to ensure that we correctly claim your nursery grant funding when your child becomes eligible at the age of 3. These are guidelines set by Ofsted.</p>		
<p>Does your child currently attend another setting?</p>	<p>NO</p>	<p>YES – Which Setting?</p>
<p>I agree to pay a NON-REFUNDABLE Administration Fee of £50 when I accept a Nursery space. (Cash or Cheques made payable to Little Tots Nurseries Ltd)</p>		
<p>I agree to pay a REFUNDABLE DEPOSIT of £50 (returned when your child leaves the Nursery subject to a settled account) when I accept a Nursery space.</p>		
<p>I agree to provide a copy of my child’s birth certificate or passport (we require child identification to complete registration process) when I accept a Nursery space.</p>		
<p>I have read and accept Little Tots Nurseries Ltd Terms and Conditions. E&OE</p>		
<p>Parent / Carer Name (Print)</p>	<p>Parent / Carer Name (Signature)</p>	<p>Date Signed</p> <p style="text-align: center;">_ _ / _ _ / _ _ _ _</p>