



# SWANSFIELD PARK PRIMARY SCHOOL

## APPLICATION FOR A PLACE IN EARLY YEARS @ SWANSFIELD PARK

### For Office Use

Date Received:

Intake Date (2 year old):

Intake Date (3 year old):

Your child will be eligible for admission following their second birthday.  
Please be aware that places are allocated in accordance with the admissions policy.

### **ON COMPLETION OF THIS FORM PLEASE RETURN IT TO THE SCHOOL OFFICE**

1. Name of Child \_\_\_\_\_

2. Date of Birth \_\_\_\_\_

3. Home address \_\_\_\_\_  
\_\_\_\_\_

4. Parents / Carers:

**Parent / Carer Name:** \_\_\_\_\_

Occupation Full/Part time \_\_\_\_\_

Home/work telephone number \_\_\_\_\_

Contact email \_\_\_\_\_

**Parent / Carer Name:** \_\_\_\_\_

Occupation Full/Part time \_\_\_\_\_

Home/work telephone number \_\_\_\_\_

Contact email \_\_\_\_\_

5. Other children at home \_\_\_\_\_  
(please give names and date of birth)

6. Name & address of GP \_\_\_\_\_  
\_\_\_\_\_

7. Current arrangements for supervision of child during day \_\_\_\_\_  
\_\_\_\_\_

9. Please give details of any attendance at a playgroup, parent and toddler group, etc \_\_\_\_\_  
\_\_\_\_\_

10. How would child get to and from Swansfield Park? \_\_\_\_\_  
\_\_\_\_\_

11. What type of place are you interested in (tick all that apply)?

Free\* 15-hour 2 year-old place (am)

☐

Free 15-hour 3/4 year-old place (am)

☐

Paid 2 year-old place (am)

☐

Free 15-hour 3/4 year-old place (pm)

☐

Additional paid am / pm session

☐

Free\* 30-hour 3/4 year-old place

☐

\* eligibility criteria apply

If a place within Early Years @ Swansfield Park is offered, the following conditions will apply:

- (1) There is no statutory right to a place. If places are oversubscribed the school will apply its own admissions criteria to determine which children to admit. If a child cannot be offered a place, there is no right of appeal against that decision.
- (2) Once allocated a place, that place will not be withdrawn until the child takes up a place in full-time education, or relinquishes that place. This right may be revoked by the Governing Body in exceptional circumstances.
- (3) The time for transfer to full-time education is at the beginning of the Autumn Term if the child is four by 31st August. In exceptional circumstances, transfer to Reception may be delayed to the beginning of the Spring Term by mutual agreement with the headteacher.
- (4) Attendance in Early Years @ Swansfield Park does not guarantee a place in Swansfield Park Primary School. Parents are to apply for school places in accordance with Northumberland County Council procedures.
- (5) Free 15-hour places are allocated as 5 x 3-hour morning sessions or 5 x 3-hour afternoon sessions. It is expected that children will take up their full 15-hour entitlement with Early Years @ Swansfield Park.
- (6) 30-hour free places can be used as 5 x full days in Nursery or if you require flexible use of 30-hour free funding please contact school to discuss your requirements.
- (7) Sessions for those 2 year olds not eligible for free childcare, and those 3 and 4 year-olds wishing hours in addition to their 15-hour entitlement, will be charged at the rates set by the Governing Body (details available on request).

Date \_\_\_\_\_ Signature of Parent / Carer \_\_\_\_\_