

## ST.PETER'S CATHOLIC PRIMARY

### NURSERY WRAP-AROUND PROVISION – REGISTRATION FORM

St. Peter's Catholic Primary School offer morning and nursery places for children within the local area from the age of 3 years between 8:55am and 11:55am. We are also able to offer afternoon extended provision; 30 hours free if eligible or wrap-around care. Wrap-around care is available every afternoon, Monday – Friday at a charge of **£10.00 per afternoon session**.

Wrap-around care is offered after nursery finishes at 11:55am and until 3:15pm. The children will have lunch at 11:55am and start the afternoon session after dinner at 12:25am. Your child will require a packed lunch, which must adhere to our Packed Lunch Policy <http://stpetersstalybridge.co.uk/school-meals-2/school-meals-2/>

Should you wish to register your child for Wrap-around Care then please complete the form below. You also need to complete a nursery admission form and school emergency contact form available from the school office. Once you have read the terms and conditions below, sign the form and return to the school.

On receipt of your application you will receive confirmation of your place. Should you wish to withdraw from any wrap-around provision then please put this in writing.

Subject to availability you may apply for wrap-around care any time throughout your child's time in nursery. We appreciate that whilst some children may be used to staying in a nursery environment for others this may be the first time they have been left with anyone other than family. Wrap-around is also useful in the summer term in preparation for transition to reception either at St Peter's or any other school.

#### Please complete the following information

<b>FULL NAME OF CHILD</b>			
<b>DATE OF BIRTH</b>			
<b>PARENT/CARER 1</b>		<b>PHONE</b>	
<b>PARENT/CARER 2</b>		<b>PHONE</b>	
<b>ADDRESS 1</b>			
<b>ADDRESS 2</b>			

#### Please tick the sessions you wish to apply for

<b>MONDAY</b>	
<b>TUESDAY</b>	
<b>WEDNESDAY</b>	
<b>THURSDAY</b>	
<b>FRIDAY</b>	

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### NURSERY WRAP-AROUND PROVISION

1. St Peter's wrap-around provision is open to children from St. Peter's Nursery School only.
2. Wrap-around funding provides education from **12:25pm to 3:15pm** – Monday to Friday.
3. If your child is not going to be able to attend due to illness then school must be informed by 10:00am on that day or the full charge for the afternoon session will apply.
4. If you commit to a session but do not regularly attend you may lose your wrap-around place.
5. Children must be collected by **3:15pm**. If parents or carers are going to be late they must inform school staff.
6. Sessions are paid for on a weekly basis and an annual review of charges each April.
7. Fees must be paid weekly or a 5% late payment charge will be incurred. Non-payment of fees will result in a child's place being withdrawn.
8. Fees must be paid at the start of each week. Please send money in by cheque or cash in a clearly labelled envelope and given to nursery staff for processing in the school office.
9. If you wish to cancel your child's place you must notify school in writing giving at least one month's notice.
10. The wrap-around provision is part of St Peter's Catholic Primary School. All relevant school and local authority policies therefore apply. Copies of policies are available from the school office and are on school's website. These include Safeguarding, behaviour and health and safety policies.
11. Children are expected to behave safely and follow school's behaviour policy at all times. Unacceptable behaviour may result in the offer of wrap-around provision being withdrawn.
12. The school reserves the right to change these terms and conditions with one months' notice.

**I agree to the terms and conditions:**

<b>PRINT NAME</b>	
<b>SIGNATURE</b>	
<b>PARENT E-MAIL ADDRESS</b>	
<b>DATE:</b>	