

**Sacred Heart  
RC Primary**

Kingsway,  
Rochdale,  
OL16 4AW

T: 01706 649981

F: 01706 656239

E: office@sacredheartrc.rochdale.sch.uk

W: www.sacred-heart-school.org.uk

Headteacher: Mrs P Dungworth



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RC Primary**

**APPLICATION FORM**

**SACRED HEART NURSERY CLASS 2021**

**CHILD'S NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**POSTCODE** \_\_\_\_\_ **Email address:** \_\_\_\_\_

**TEL NUMBER:** \_\_\_\_\_

**DATE OF BIRTH** \_\_\_\_\_

**PLACE OF BAPTISM** \_\_\_\_\_

**CHILD'S POSITION IN THE FAMILY** \_\_\_\_\_

**NAMES OF BROTHERS OR SISTERS ATTENDING SACRED HEART RC SCHOOL**

\_\_\_\_\_

**PREVIOUS NURSERY/PLAYGROUP** \_\_\_\_\_

**MOTHERS NAME** \_\_\_\_\_

**FATHERS NAME** \_\_\_\_\_

If divorced or separated please indicate who has parental responsibility

\*Please tick either one or both as appropriate

MOTHER

FATHER

The government currently funds full time places (30 hours) as long as the parent is working more than 16 hours a week. Funding is dependent on individual circumstances and more information can be found on the website: <https://www.childcarechoices.gov.uk/>. If you are not entitled to funding school will charge a fee for a full time place. Part time places are free for every child (15 hours per week).

Please indicate whether you would like a part-time or full time place for your child.

PART-TIME  AM  PM

FULL TIME

Signed \_\_\_\_\_ Mother/Father/Carer

Date \_\_\_\_\_

Office Use: Birth Certificate

Baptism Certificate

Proof of residency

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**Nursery Charges for Full Time Children – 2019/2020**  
**Terms of Agreement**

All children are entitled to one session per day **free of charge** 9.00am – 12.00 (morning session) or 12.00 pm - 3.00pm (afternoon session). We also offer full time 9.00 am – 3.00 pm (30 hours). Full time places can be funded by the government (see [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)). If you require a full time place but do not qualify for funding the charge is £45.00/week.

- All monies should be paid promptly. Card payments can be made using our online payment system 'School Money' (<https://login.eduspot.co.uk>). We ask that you use this system but if you have any problems please contact the school office.
- If your child is unwell and does not attend nursery, the payment of £9.00 per day is still required.
- If you take a holiday outside of the usual school holidays at Sacred Heart R C Primary School, payment of £9.00 per day is still required, please pay in **advance** of the holiday.
- If your child leaves our Nursery, notice of one month should be given in writing to the Head Teacher. Payment should continue as normal until the notice ends.
- Children can stay for dinner each day at a cost of £2.00 per day (£10/a week) or you can provide your child with a packed lunch from home. Dinner money can also be paid online by logging on to School Money (<https://login.eduspot.co.uk>).
- Nursery will NOT be open during the school holidays. A list of the holidays can be obtained from the school website [www.sacred-heart-school.org.uk](http://www.sacred-heart-school.org.uk)

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**SACRED HEART R C NURSERY AGREEMENT**

Nursery child's Name \_\_\_\_\_

I agree to the above terms and conditions and agree to pay the correct fees promptly.

Signed \_\_\_\_\_ Parent/Carer

Date \_\_\_\_\_

\*Please note prices are subject to change each year, prices quoted are for academic year 2020/2021

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Dear Parent/Carer,

Thank you for enquiring about your child coming to our Nursery.

Please can you complete the attached form and provide us with:

- Your child's baptism certificate (If Roman Catholic)\*
- Your child's birth certificate
- Proof of residency for your child

\*Please note that for a nursery place your child does not have to be a baptised Roman Catholic

If you have any questions please do not hesitate to contact school. You will find lots of information on our school website where you can also download this application form. [www.sacred-heart-school.org.uk](http://www.sacred-heart-school.org.uk)

Yours sincerely,

Mrs P Dungworth  
Headteacher