

Office use only	
Admin fee paid	
Start date	
Visit date	



TEDDY BEARS PRE-SCHOOL
- BOXFORD -

Teddy Bears Pre-School Enrolment Form 2016/2017

Child's Full Name		Date of Birth	
Child's Address			
Postcode			
Tel No.			
Who has parental responsibility?	Mother / Father / Carer Other please specify		
First language	Ethnicity		

Mothers Name	
Address	
Postcode	
Mobile No.	
Home/work No.	
Email address	
Fathers Name	
Address	
Postcode	
Mobile No.	
Home/work No.	
Email address	

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Carer	
Address	
Postcode	
Mobile No.	
Home/work No.	
Email address	
Collection	
Name of the person collecting the child of a daily basis?	
Address	
Postcode	
Mobile No.	
Home/work No.	
Email address	

Emergency Contact Name	
Address	
Postcode	
Mobile No.	
Home/work No.	
Email address	
Relationship to child	

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Doctor's Name	
Address	
Postcode	
Tel No.	
Surgery	
Health Visitor's Name	

It would be helpful if you could tell us a little of your child's background.	
Has your child any health issues, allergies, or had any serious injuries?	
Any special issues that need to be addressed?	
Any further information for the guidance of the pre-school staff	

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Is your child update with all immunisations? YES/NO

Is your child toilet trained? YES/NO

Sessions

AM session 9.00 - 11.30	£12.50
Lunch club 11.30 - 12.30	£5.00
PM session 12.30 - 3.00	£12.50
Snack per session	£0.40
Full day 9.00 - 3.00	£30.80

Please tick which sessions would you like your child to attend.

Please note we advise two consecutive days to begin, this will help with your child's settling period.

2 - 5 years		2 - 5 years	
Tuesday AM		Wednesday AM	
Lunch club		Lunch club	
Tuesday PM		Wednesday PM	
2 - 5 years		3 years +	
Thursday AM		Friday AM	
Lunch club		Lunch club	
Thursday PM			

When would you like your child to start with the pre-school?

September 2016	
January 2017	
April 2017	
September 2017	

A £10.00 admission fee will apply, which will secure the placement and you will receive a Teddy Bears Preschool polo shirt.

Additional uniform is available from www.uniformeasy.com

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Parent Committee

Teddy Bears is ran by a parent committee, when your child joins Teddy Bears you will become a member of the committee, unless you opt out of joining, please see form attached.

I wish / do not wish to be a member of the parent committee.

Permissions

I give / do not give permission for my child to be included in class/group photographs to be used for display.

I give / do not give permission for my child's photographs to be used for media coverage, including press, marketing, Teddy Bears Facebook page/Twitter/Instagram, Teddy Bears website and Boxford Village Hall website.

I give / do not give permission for my child's photographs to be used to build their learning journal. Please note, the learning journal will be handed to their primary school, when leaving Teddy Bears.

I give / do not give permission for my child to leave the pre-school premises for supervised curriculum activities that may arise (visiting the park, walks around the village, trips into the local community)

I give / do not give permission for sun cream to be applied and rubbed into my child's skin.

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Payment Details

I would like to pay invoices

Termly		Weekly	
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My preferred method of payment will be

Cash		Cheque	
BACS		Childcare Vouchers	

Additional sessions/lunch clubs will need to be paid in cash/cheque on the day.

I understand that an additional 10% will be added to the invoice, if unpaid by the due date.

Signature		Date	
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