



# The Little Griffin Nursery Application Form 2026-2027

## 3 and 4-Year Olds

*You are entitled to 15 or 30 hours funded provision – please see website for further information.  
Funded sessions are at no cost to you. Additional sessions will be charged as below*

am = 08:45 - 11.45 £18, pm = 12:30 - 15:30 £18  
Full day = 08:45 – 14:45 £36, Extended session = 14:45 – 15:30 £5

Monday		Tuesday		Wednesday		Thursday		Friday	
am	pm	am	pm	am	pm	am	pm	am	pm

*Please choose 5 mornings, 5 afternoons or all sessions. We cannot accept applications for mixed sessions*

### Preferred start date: (please tick)

3<sup>rd</sup> September 2026  4<sup>th</sup> January 2027  12<sup>th</sup> April 2027

### Child's Details

Child's Surname:	Child's Forename:
Middle Name(s):	Date of Birth:
Name known as:	Gender (Male or Female):
Child's Home Address:	
Post Code:	
Email address: (please print)	
Do you have other children currently attending The Griffin Primary School?	
Does your child already attend another setting/childminder? (If so, which one?)	

### Parents' Details

Parent Contact 1: Mother/Father Miss/Mrs/Ms/Mr/Other: First name:                      Surname:	Parent Contact 2: Mother/Father Miss/Mrs/Ms/Mr/Other: First name:                      Surname:
Does the child live with this parent? Yes or No	Does the child live with this parent? Yes or No
Does this parent have parental responsibility? Yes or No	Does this parent have parental responsibility? Yes or No
Address:  Mobile telephone number:  Work/daytime contact number: Any other emergency contact numbers:	Address:  Mobile telephone number:  Work/daytime contact number: Any other emergency contact numbers:

Do they have a statement of special educational needs (EHCP)? Yes or No	Please provide evidence:
Does your family have a social care worker for any reason? Yes or No	
Is your child a looked after child or was previously? Are they subject to adoption, have a child arrangement order or special guardianship order? Yes or No	
Reason for their involvement:	
Proof of Address Submitted: Yes or No	Proof of DOB submitted: Yes or No

### Travel

How will your child normally travel to and from nursery? \_\_\_\_\_

### Parent/Carer Signature

Signed \_\_\_\_\_ (Parent/Guardian) Date \_\_\_\_\_

Please return this form to The Griffin Primary School via email to [admin2072@welearn365.com](mailto:admin2072@welearn365.com)

**In returning this form, you are applying for and registering your interest in your child joining our Little Griffin Nursery. Submitting the form before the agreed deadline does not automatically guarantee a place. We follow our admissions criteria to ensure all applications are treated fairly.**

**Please submit proof of address and proof of date of birth for the child (birth certificate/passport) at the same time as this Application Form. We will not be able to process your application without these documents.**

*Under the Data Protection Act 1984, the information will be held and used only for the administration of the school and to support the education of your child/children. From time to time information held in school will be passed on to the Local Education Authority and the Department for Education and Skills (DfES) to contribute to local and national statistics. The information will also be passed on to future schools, to save it having to be asked for again. If at any time you would like to verify the information that you have supplied, please contact the Head Teacher.*

For details of how we process personal information about our pupils and parents please see our **Privacy Notice** <https://www.thegriffinprimary.uk/>

### Please note the following Oversubscription Criteria:

If, on the date for the deadline for the submission of application forms, the applications for admission exceed the number of places available, the following criteria will be applied. If there is a need to apply further criteria, places will be allocated based on the date and/or time on a particular date the application was received within the above criterion. After the admission of pupils with an Education, Health and Care Plan, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order, including children who appear (to the trust) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Priority will next be given to children living within the catchment area set out in the map at the end of this policy and who are eligible for pupil premium. Evidence of eligibility will need to be submitted with the application. See notes below on eligibility.
3. Priority will next be given to children living within the catchment area and who are a sibling of pupils attending the school at the point of admission.
4. Priority will next be given to other children living within the catchment area.
5. Priority will next be given to children who are eligible for pupil premium but do not live within the catchment area.
6. Priority will next be given to children who attend The Little Griffin Nursery at the time of the application date, for 30 hours per week.
7. Priority will next be given to siblings of pupils attending the school at the point of admission, but who do not live within the catchment area.
8. Priority will next be given to a prospective pupil who is the child of a permanent member of staff at The Griffin Primary School (including The Little Griffin Nursery), who has been employed for a period of more than two academic years at the time when the application is made.
9. Other children.

## The Little Griffin Nursery Wraparound Care Registration Form 2026

Our Wraparound Care is provided by our school staff team with additional support from Game-On Coaching. They are a well-established and highly experienced provider who are Ofsted registered. All staff are fully enhanced DBS checked, safeguarding trained and carry a valid first aid certificate, as child safety and welfare is paramount in our practice.

### Breakfast Club

Breakfast Club will be available from 07:45-08:45am and there is also an additional drop-off option from 08:30am.

All children receive a healthy breakfast from a variety of foods and drinks to cater for all children. Children participate in games and activities with strategy and puzzle games included. Children are then taken to class on time, ready for the school day ahead of them.

### After-School Club

After school, the wraparound care will consist of extra-curricular clubs from 15:20-16:20, with different clubs offered each day of the week.

There is then an additional wraparound session until 17:45 in a welcoming environment, where children can relax and wind down. A healthy snack is provided in this additional session.

We also offer a late pick-up option from 15:20-15:35.

### Charges

Breakfast Club (07:45-08:45) - £5.50 per session

Drop Off (08:30-08:45) - £1.50 per session

Late Pick-Up (15:20-15:35) - £1.50 per session

After School Club Session 1 (15:30-16:20) - £4.00 per session

After School Club Session 2 (16:20-17:45) - £7.50 per session

### Late Collection Fee

If you are late collecting your child there is a fee of £5.00 for 17:45-18:00 and £1 per minute thereafter.

**Please note that all of the wraparound sessions (including Drop Off and Late Pick-Up) are not available for 2-year olds.**

**When your child is offered a Nursery place, please be aware that sessions will not be available until the first full week of term. This allows us to set the system up for booking the clubs, when your child joins us.**

*No payment is required at this point. We will be in touch with information regarding the payment process soon.*