

Nursery Session Preference

St Mark's Primary School offer 15 hour places as well as 30-hour places.

St Mark's Nursery provides full and part time nursery places for 3 and 4 year olds, Monday to Friday term time only.

I would like to register my child for a 15 hours' placement. (please select your preferred session).

Please select your preferred session below:

- Morning Session 8.45-11.45am
- Afternoon Session 12.15-3.15pm

30-hours Placements (full time)

In addition to 15 hour places, we have a number of 30 hour places with a 45-minute lunch session at an additional cost. To find out if you are eligible, please visit

<https://www.gov.uk/30-hours-free-childcare#:~:text=To%20be%20eligible%20for%2030,re%20waiting%20for%20a%20decision>

Please note 30-hour eligible placements **will not** cover the lunch period supervision or a hot meal. The below costings will apply:

- Lunch supervision cover of £5 per day is payable if your child is at nursery for 30 hours a week (Payable to St Mark's Primary School through School Gateway).
- You can provide your child with either a packed lunch or a hot meal £2.35 (Payable to the catering company).

If you have registered your claim, please can you provide us with your code below.

Voucher code No: _____

Your code will need to have been confirmed as active before 31st August in order for it to be valid for the autumn term.

There is also the possibility of paying for the additional 15 hours if you are not entitled to the additional free childcare:

- I am eligible and would like to register for the 30-hour placement
- I am NOT eligible but would like to register to pay for the additional 15 hours

Parent / Carer Signature -----

Date -----

Terms and Conditions – St Mark's Primary School Agreement

In having my child at the Nursery I agree to abide by the conditions below:

1. Admissions Policy

Admissions to Nursery are taken throughout the year, depending on space availability and are allocated using the following criteria.

- Looked after children
- Siblings currently attending St Mark's Primary School
- Distance

Places for children of teachers/playworkers at St Mark's Primary School will be at the discretion of the Headteacher.

The maximum number of children on register: 52

2. Cost Per Day

There is no charge to the parent/carer for 15 hours.

If you take up the additional payable 15 hours (limited spaces available), £30.00 will be charged daily payable to St Mark's Primary School, which includes lunchtime supervision but you, will need to provide a packed lunch or alternatively pay for a hot meal through our catering company.

If you are eligible for a 30 hours' free childcare place, you will need to pay £5 per day lunchtime supervision, and will need to provide a packed lunch or alternatively pay for a hot meal through our catering company.

Charges will become available to view by the first week of each month and will need to be paid by the end of that month via the School Gateway

www.schoolgateway.com

If parents would prefer to pay with Childcare vouchers, we will be happy to accept these, however you will need to leave up to one week for these payments to be credited to your online account.

3. Attendance – Applies to Full Time Pupils Attending Nursery

Children must attend regularly each week, attending on the days originally agreed. Charges will still be incurred if your child is absent from school for reasons including illness, play dates and for other reasons not instigated by the school.

4. Opening Hours

Morning session 8.45am-11.45am, Afternoon session 12.15pm -3.15pm

5. Collection Times

All children are collected from their class teacher at the end of their session. If you are unable to collect your child a signed letter must be given indicating who will be collecting your child, or call the school office to provide them with the details.

Please ensure your emergency contact telephone numbers are updated as required.

These numbers should be people who are willing to collect your child after school if you are not available.