

St Paul's CE Primary School

Quarry Bank, Utkinton, Tarporley, Cheshire. CW6 0LA

Tel. 01829 732322 Email: admin@utkintonce.cheshire.sch.uk

Web: www.utkintonce.cheshire.sch.uk Executive Headteacher Mrs K McLean

Data Collection Sheet Contact Details

Child's Legal Full Name:	
Date of Birth:	
About your child:	
Religion:	Ethnic Origin:
Language Spoken at Home:	First Language:
Proficiency in English: Fluent/not fluent	Country of Birth:
National Identity: Welsh/English/Scottish/Irish/British/Other:	
Parent/Carer Name	Parent/Carer Name
Address	Address (if different)
Post Code	Post Code
Mobile Number.....	Mobile Number
Home Number.....	Home Number.....
Work Number.....	Work Number.....
Email Address	Email Address
Preferred email address to receive information	
Preferred mobile to receive text messages	
I confirm I have parental responsibility for the above child. Signature	I confirm I have parental responsibility for the above child. Signature
If you do not have parental responsibility for the child, which other adults hold the responsibility?	

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Are there any court orders regarding your child which we need to know about? Copies need to be provided.

Emergency Contact Details

(This will be the first person called if a child is unwell or needs medical attention etc.)

Please complete two or more

Contact Name Relationship to child..... Contact No 1:..... Contact No 2:.....	Contact Name Relationship to child..... Contact No 1:..... Contact No 2:.....
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Authorised Adults to Collect

Contact Name Relationship to child..... Contact No 1:..... Contact No 2:..... Code Word.....	Contact Name Relationship to child..... Contact No 1:..... Contact No 2:..... Code Word.....
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Personal Details of Child

Does your child have any special diets, allergies, health problems, infectious diseases etc or any other information we should know? Yes/.No *If yes, please give details below*

Doctors Name	Doctors Address
Health Visitor Name	Contact Number Health Visitor Address Contact Number

I give permission for my child to receive emergency first aid treatments, including being taken to accident and emergency department?

Signed Parent/Guardian.....Date.....

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Special Requirements

From time to time all children need a little extra support. Please complete the details below to ensure we can provide the best care for your child.

Does your child have any special needs or disabilities? Y/N	Details:
What special support will he/she require in our setting?	
Any other information? E.g. special toys, what your child likes and fears.	
Outside Agencies Involved	
Name 1: Role:	Telephone Number
Name 2: Role:	Telephone Number
Is your child on the child protection register? yes/no	
Details	

Funding

As a parent or carer of a 3- or 4-year-old, you are entitled to 15 free hours of childcare. You may be eligible for 30 hours of childcare. Please visit www.childcarechoices.gov.uk to check availability.

Your 3-year-old will be able to start their free hours at preschool in the September, January or April following their third birthday.

Your child's birthday must be before:

- 31 March will be eligible for free nursery education from the Summer Term (April)
- 31 August will be eligible for free nursery education from the Autumn Term (September)
- 31 December will be eligible for free nursery education from the Spring term (January)

These are the cut off dates. If your child's birthday is for example on the 1st or 2nd January and the term starts on the 5th January, unfortunately their funding will not start until the Summer term after Easter because they have passed the cut-off date of 31st December.

You may be eligible for free childcare if your 2 Year child has:

- a current statement of special educational needs (SEN) or an Education, Health and Care Plan
- receives Disability Living Allowance
- is looked after by the local authority
- left care through special guardianship, adoption or residence order

For more information, please visit [Cheshire West and Chester's website](#).

If your child is entitled to the EYFS Funding, could you please advise the school if you attend any other settings and how you wish to claim for your sessions within this setting.

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Attendance Schedule

Please indicate the sessions you wish your child to attend.

We will do our best to accommodate your requests, however we are limited with numbers to each session due to staffing ratios and therefore we may not be able to accommodate exactly what you require, particularly if your child starts in January or April.

	Mon	Tues	Weds	Thurs	Fri
Am session 9.00-11.30					
Lunch Club 11.30-12.30					
Pm session 12.30-3.00					

Name /Contact of any other nursery attending:

Requested start date:	
Would you like a home visit?	

Please confirm you have read St Paul's – The Nest policies, located on our website: www.utkintonce.cheshire.sch.uk

Signed

Parent/Guardian.....Date.....