

APPLICATION FOR EARLY LEARNING AND CHILDCARE PLACEMENT (ACCOMPANYING NOTES)

Please take all completed application forms to the Head Teacher / Manager of the preferred service who will advise of the sessions available.

TWO YEAR OLD FUNDED PLACES

Children who turn two years old during the current school session may be entitled to a funded two- year-old early learning and childcare place.

Admission Criteria for Two Year Olds

Parents, carers or guardians of children who will be two-years-old at any point during the school session are eligible for the increased childcare provision if they meet the current criteria for free school meals. This includes two-year-olds who have a parent(s) or carer on:

- Income Support
- Income-based Jobseeker's Allowance
- Employment and Support Allowance (income based)
- Incapacity or Severe Disablement Allowance
- State Pension Credit
- Child Tax Credits, but not Working Tax Credit, and your total household income is less than £16,105*
- Both maximum Child Tax Credit and Maximum Working Tax Credit and your total household income is under £6,420*
- Support under the Immigration and Asylum Act 1999
- Universal Credit and your total household income is less than £610 per month

*The income thresholds for Child Tax Credit and Working Tax Credit can vary annually.

Additionally free early learning and childcare is available for two year olds who are, or have been at any point since their second birthday:

- Looked after
- Under a kinship care order
- Under a guardianship order

Provision for two-year-olds is currently available at the centres listed below.

Changes will be updated at the end of each calendar month (Playgroups denoted by PG)

Arbroath	Brechin	Carnoustie	Forfar	Monifieth	Montrose	Kirriemuir
Friockheim & Kinnell PG	Edzell PG	Panmure Pre-school	Chimes PG	Tiddlywinks	Little Beehive Nursery	Newtyle & Eassie PG
Hayshead PG	New Friends Nursery	Scallywags Nursery	Jack & Jill's Elite Nursery		Ferryden PG	Sunshine Playschool
Ladybird PG	Smallworld Nursery	Burnside Primary School	Letham PG		First Steps Nursery	Southmuir Primary School
Muirfield PG	Playspaces Private Nursery		Strathmore Primary School		Lochside PG	
Rosemount Little Rascals	Andover Primary School		Stepping Stones PG		Rompers Private Nursery	
Ladyloan Primary School						

If your child is 30 months old and meets the admission criteria above the option of an early learning and childcare place is also available at:

Arbroath Abbey PG Condor PG Helping Hands Nursery Inverbrothock PG	Forfar Mothergoose PG Stepping Stones PG	Kirriemuir Charleston PG	Monifieth Busy Bee Nursery Grange PG	Montrose Hillside PG
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All arrangements for starting a placement **MUST** be agreed with the manager of your preferred choice.

THREE AND FOUR YEAR OLD FUNDED PLACES

From August 2017 Admission dates for 3 and 4yr olds will be:

Children born between* NB any child with a DoB prior to 18 April 2014 is also eligible to start	Eligible to start nursery	Application Deadline for Local Authority Nurseries	Notification from Local Authority Nurseries by	Parent/Carer acceptance of place by
18 April 2014 and 16 August 2014	Start of Autumn Term (16 August 2017)	21 April 2017	26 May 2017	9 June 2017
17 August 2014 and 16 October 2014	Start of Winter Term (16 October 2017)	25 August 2017	15 September 2017	29 September 2017
17 October 2014 and 8 January 2015	Start of Spring Term (8 January 2018)	27 October 2017	17 November 2017	28 November 2017 (due to In-Service and St Andrews Day)
9 January 2015 and 16 April 2015	Start of summer Term (16 April 2018)	26 January 2018	23 February 2018	9 March 2018
17 April 2015 and 14 August 2015	Start of Autumn Term (14 August 2018)	20 April 2018	25 May 2018	8 June 2018

Priority Categories for Early Learning and Childcare Places at local authority nurseries

Category 1	All children in catchment area of nursery within a date of birth range 01/03/2013 – 28/02/2014* (inc. deferrals) for session 2017-18
Category 2	All children in catchment area of nursery within a date of birth range 01/03/2014 – 28/02/2015* for session 2017-18
Category 3	All eligible 2yr olds who turn 2 after 01/03/2015* for session 2017-18 (This should only be used by settings who provide 2yr old places)
Category 4	Outwith catchment area children with siblings already in attendance at the nursery/school
Category 5	All children who live part of the time with a parent who resides within the catchment area of nursery/school (proof of residence should be sought for this)
Category 6	Angus residents living outwith catchment area of the nursery
Category 7	All non Angus residents

In the case of St Thomas' and St Margaret's Roman Catholic Primary Schools only, the above priorities apply but within any one category, priority will be given to pupils who have been baptised in the Roman Catholic faith. This will be confirmed by inspection of the Baptismal Certificate.

*In subsequent years the year of birth will increase incrementally to reflect the age range respectively in each category.

Children with Additional Support Needs

The placement of children with additional support needs is determined at multi-agency meetings held within timescale for application to nursery. Recommendations such as placement in a nursery within a specifically resourced school are made based on the additional support needs of the child and the level of support required to best meet the child's needs.

In the event of a request for an additional support placement where a child has not been assessed, the Head Teacher should consult with Additional Support Needs (ASN) Team.

Proof of Residence

When completing an application for an Early Learning & Childcare place, you will be asked to provide 2 forms of proof of residence. These may be in the form of:-

- Council Tax Letter
- Job Centre Plus Letter
- Bank/Building Society Statement
- Credit Card Statement
- Utility Bill (e.g. Electricity, Gas, Telephone)
- Utility Connection Letter
- Driving Licence/V5 Vehicle Registration Document
- Department of Work and Pensions Letter

Acceptance Deadline

Formal acceptance of a nursery place must be made by returning the acceptance slip to the nursery by the date indicated on the notification letter. Failure to do so will result in the need to complete a subsequent application.

Allocation of Nursery Places

Whenever possible, we will endeavour to meet parental preferences. However, if requests exceed the number of places available then the single criterion of age within each category will be used (with priority being given to the oldest). If your child is not given a place at your first choice nursery, your application will be moved to 2nd choice and so on. However places will have already been allocated and your preferred sessions may not be available. Entitlement is to receive up to 600hrs of a funded early learning and childcare place which may be within any Private & Voluntary Provider in partnership within Angus Council or Local Authority Nursery where places are available.

Enrolment for Primary One

NB Attendance at a nursery outwith your catchment area will not give your child priority for a place at that school when starting P1.

APPLICATION FOR EARLY LEARNING CHILDCARE PLACEMENT



Please complete all the sections in BLOCK CAPITALS, sign and date the form.

SECTION 1: CHILD DETAILS

Surname Forenames

Known as Male Female

D.O.B Birth certificate no.

District Year Entry No.

Full home address

Postcode:

Tel no. Email

Funding place being applied for: 2 year old 3 year old 4 year old

Supporting evidence required for all applications

Birth certificate seen and copied by provider

Two proofs of address seen and copied by provider

Requested Provider

Requested Start Date

Two Year old funding applications ONLY (applications may be submitted once child turns 2)

Are you in receipt of one or more of the criteria detailed on the accompanying notes? Yes No

If yes, please state which:

A full copy of the benefit award letter dated within last three months at point application is being considered or confirmation form from the Department of Work and Pensions must be provided.

SECTION 2: FAMILY DETAILS

Adults the child lives with:

	Parent/Carer 1	Parent/Carer 2
Title	<input type="text"/>	<input type="text"/>
Surname	<input type="text"/>	<input type="text"/>
Forename	<input type="text"/>	<input type="text"/>
Telephone no. (Home)	<input type="text"/>	<input type="text"/>
Mobile no.	<input type="text"/>	<input type="text"/>
Email address	<input type="text"/>	<input type="text"/>
Relationship to child	<input type="text"/>	<input type="text"/>

Other children in the family

	Child 1	Child 2	Child 3
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of birth	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Current school	<input type="text"/>	<input type="text"/>	<input type="text"/>

Emergency Contacts

Please give details of two appropriate adults who can be contacted in the event of an emergency where no contact can be made with parent, carer.

	Adult 1	Adult 2
Name	<input type="text"/>	<input type="text"/>
Relationship to child	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>	<input type="text"/>
	Postcode:	Postcode:
Telephone no.	<input type="text"/>	<input type="text"/>
Mobile no.	<input type="text"/>	<input type="text"/>

Please note any specific instructions in the event of an emergency

Does this child already attend an early year's provision, nursery? YES NO

If YES, please give details:

SECTION 3: PREFERRED EARLY YEARS SERVICE

We aim wherever possible to offer a place in your first choice but sometimes this is not possible.

Nursery you would prefer for your child (please see options on accompanying notes).

1. <input type="text"/>	2. <input type="text"/>	3. <input type="text"/>
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Enrolment Preference

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Any other information on hours requested:

Ethnic Background

<input type="checkbox"/> White - Scottish	<input type="checkbox"/> Caribbean or Black - Caribbean/British/Scottish	<input type="checkbox"/> Asian - Chinese/British/Scottish
<input type="checkbox"/> White - Gypsy/Traveller	<input type="checkbox"/> Caribbean or Black - Other	<input type="checkbox"/> Asian - Other
<input type="checkbox"/> White - Other	<input type="checkbox"/> British African - African/British/Scottish Other	<input type="checkbox"/> Arab
<input type="checkbox"/> White - Irish	<input type="checkbox"/> African - Other	<input type="checkbox"/> Other
<input type="checkbox"/> White - Polish	<input type="checkbox"/> Asian - Indian/British/Scottish	<input type="checkbox"/> Not Disclosed
<input type="checkbox"/> White - Other	<input type="checkbox"/> Asian - Pakistani/British/Scottish	<input type="checkbox"/> Not Known
<input type="checkbox"/> Mixed or multiple ethnic groups	<input type="checkbox"/> Asian - Bangladeshi/British/Scottish	

National Identity

<input type="checkbox"/> Scottish	<input type="checkbox"/> English	<input type="checkbox"/> Northern Irish	<input type="checkbox"/> Not disclosed
<input type="checkbox"/> British	<input type="checkbox"/> Welsh	<input type="checkbox"/> Other	<input type="checkbox"/> Not known

Language spoken at home

SECTION 4: PROFESSIONAL DETAILS

Name	Address	Telephone No.
Child's GP (essential info)		
Child's Health Visitor (essential info)		
Child's Social Worker Lead Professional (if applicable)		
Any professionals involved with your child e.g. speech therapist (if applicable)		

SECTION 5: HEALTH

Indicate any health problems by putting a cross in the appropriate boxes

- | | | | | |
|---|---|---|---|--|
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Sting allergy | <input type="checkbox"/> Migraine/headaches | <input type="checkbox"/> Heart problem | <input type="checkbox"/> Bladder problems |
| <input type="checkbox"/> Gastric problems | <input type="checkbox"/> Nut allergy | <input type="checkbox"/> Vision impairment | <input type="checkbox"/> Chest Problems | <input type="checkbox"/> Hearing impairment |
| <input type="checkbox"/> Diabetic | <input type="checkbox"/> Hay fever | <input type="checkbox"/> Walking problems | <input type="checkbox"/> Skin complaint | <input type="checkbox"/> Pills/medicines carried |
| <input type="checkbox"/> Epilepsy | <input type="checkbox"/> Kidney complaint | <input type="checkbox"/> Speech Impairment | <input type="checkbox"/> Other (please detail in Section 6: Additional Information) | |

Special dietary needs - please detail

Additional support needs - please detail

SECTION 6: ADDITIONAL INFORMATION

e.g. legal status of the child, conditions of any legal order, outcome of health assessment or screening

