



# YOU & ME

PRE-SCHOOL

## ENROLMENT FORM

Please complete this form in BLOCK CAPITALS and return to [manager@youandmepreschool.co.uk](mailto:manager@youandmepreschool.co.uk) with a non-refundable place holding deposit of £20. Deposit payment can be made via direct bank transfer (sort code 60-02-36 and account number 67805256) or childcare vouchers.

**Places cannot be secured without receipt of a completed form and the deposit.**

### PERSONAL DETAILS

Surname of Child

First name(s) of Child

Date of Birth

Child's Gender

Full Home Address

Parent/Carer Name (1)

Relationship to Child

Full Home Address  
(if different)

Home Telephone  
Number

Mobile or Daytime  
Contact Number

Email Address

Parent/Carer Name (2)

Relationship to Child

Full Home Address  
(if different)

Home Telephone  
Number

Mobile or Daytime  
Contact Number

Email Address

## SESSION REQUEST

Preferred Start Date

Please tick the sessions you would like your child to attend. Each child must attend for a minimum of two sessions per week. You will have an opportunity to review and confirm your choice of sessions before your child starts.

Day	AM Session 09.00 – 12.00	PM Session 12.00 – 15.00	All Day 09.00 – 15.00
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Will additional sessions be required once Universal Funded Early Years Entitlement is available (15 hours per week from 3 years)?

Yes

No

Do you have another child who attends You and Me?

Yes

No

Name(s)

This application places your child on our waiting list. We will contact you as soon as a suitable place becomes available. **The completion of this form does not guarantee a place for your child. Places are offered according to our admission policy which can be found on our website.**

Once your child is offered a place and you accept it, on admission further personal information and family details are required for our records. Your child's birth certificate and court order if relevant may be required at this point with a copy made for our records.

If you decide that you no longer need a place, please inform us as soon as possible. Should you decide you no longer need a place we will not retain the details on this enrolment form (please see our Privacy Notice).

Signed Parent/Carer (1)

Date

Signed Parent/Carer (2)

Date

Please be advised that this enrolment form and offer of a place is subject to our terms and conditions provided to you. By signing this document, you acknowledge that you have read, understood and agree to these terms and conditions.

### OFFICE USE ONLY

<input type="checkbox"/>	Form received by Pre-school	<input type="checkbox"/>	Welcome Pack issued
<input type="checkbox"/>	Place holding deposit received	<input type="checkbox"/>	Completed welcome pack forms received
<input type="checkbox"/>	Entered on to Record of Enrolment	<input type="checkbox"/>	Entered onto Occupancy Overview
<input type="checkbox"/>	Contacted to confirm sessions required	<input type="checkbox"/>	Added to Parent Contact Sheet