

COLSTON'S

INDEPENDENT CO-EDUCATION
FROM NURSERY TO SIXTH FORM

NURSERY INFORMATION

Colston's is an authorised provider of Early Years Funding for the universal 15 hour allowance and 30 hour extended provision. Our user id is 50004849655.

The Nursery is able to accept children who will turn 3 during their first term. Please note children will only become eligible for up to 30 hours of funding in the term after their third birthday.

The sessions that can be booked using the 30 hour provision are from 9.30 to 12.30 and 12.30 to 3.30 (six hours a day). In addition, there will be the following additional sessions, outside of these hours, that will incur an additional cost and need to be booked in advance:

7.30 – 8.30	Breakfast club	£5
8.30 – 9.30	Nursery session	£12
3.30 – 5.00*	After school club	£5
5.00 – 6.00*	After school club	£8

*Charges incurred after a 10 minute period of grace or if pre-booked.

Childcare vouchers can be used to pay for these sessions.

LUNCH

The morning session will include time for a communal lunch. Lunch is optional and will be charged at £2.50 per day. As a school we strongly believe that the social interaction and introduction to new foods is an important part of a child's personal development and would hope that parents would support this. However if a pupil is not having lunch then they will join the group in the dining room and complete a quiet activity.

ELIGIBILITY FOR 30 HOURS FREE CHILDCARE

Eligibility for the 30 hours free childcare will include households where:

- All parents (whether two parent family or lone parent) are working and earning the equivalent of 16 hours a week at the National Minimum or living wage (includes income received from tax credits or universal credit) and / or:
- One or both parent(s) is away on leave (parental, maternal etc.)
- One or both parent(s) is on Statutory sick pay

Parents can check whether they are eligible for the full 30 hours provision by visiting the <https://www.childcarechoices.gov.uk>.

We recommend that parents check their eligibility and apply for their codes well in advance of their child's anticipated start date to ensure they do not miss the cut-off date. If eligible, parents will be given a unique 11 digit code starting with 5000. This code will then need to be emailed to the finance department (finance@colstons.bristol.sch.uk) along with your national insurance number and date of birth. The school will then validate the number on Pioneer (the system used by Bristol City Council) and confirm that the sessions have been booked.

Parents will need to re-new their code every three months. In the event that a new code is not forthcoming then there is a Grace Period where your child can continue to receive 30 Hours Free Childcare. After the grace period has ended, all pre-booked sessions in excess of the universal 15 hour entitlement will be charged for. We will advise you of the date that your child's Grace Period ends.

All parents will also be required to complete the EYRI and EYR8 forms.

INVOICING

If you only reserve sessions that are covered by the 30 hour or 15 hour entitlement, your invoice, sent before the start of term, will include any additional charges e.g. the early morning session and lunch.

Breakfast club and after school care will be charged in arrears and can be booked via the Lower School Office or the online parents system.

NURSERY REGISTRATION FORM

Please indicate which sessions you would like to book on the Nursery Registration Form and return to Mrs Pullin in the Lower School Office. If you are applying for the extended provision, we will only be able to confirm that sessions have been secured once we have received validation from Bristol City Council as to your funding entitlement.

TERMLY SESSIONS

We will assume that you will require the same sessions each term unless advised otherwise in advance.

DEPOSIT

A deposit of £250 is required when accepting a place at nursery. This will be returned following the pupil's departure, without interest, when they leave the school.

WITHDRAWAL

A term's notice in advance must be given in writing to the Head of the Lower School (including transfer to Reception) before the removal of any pupil. Notice must be received on or before the first day of final term. If such notice is not received, session fees will be charged in lieu of notice.

NURSERY REGISTRATION FORM

1.

PUPIL DETAILS

Please complete in capitals

Surname
 Forenames Please underline first name generally used
 Date of Birth Gender
 Nationality Religion
 First Language Language Spoken at Home

2.

PARENT / LEGAL GUARDIAN DETAILS

Father Title
Full name
Address

 Postcode
Email
 Tel home
 work
 mobile
Occupation

Where parents have different
 addresses please indicate where
 the child normally lives

Mother ☐ Father ☐

Mother Title
Full name
Address

 Postcode
Email
 Tel home
 work
 mobile
Occupation

Are parents jointly financially responsible
 for child's education?

Yes ☐ No ☐

If 'No' please supply details separately in confidence

3.

30 HOURS PROVISION

If you are eligible for the 30 hours provision please complete the following:

Your 11-digit code
 Date of Birth
 National Insurance Number

4.

SESSION CHOICE

Start Date:

	TIME	COST	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Nursery	8.30 – 9.30	£12					
Nursery	9.30 – 12.30	Free					
Nursery	9.30 – 12.30	£22					
Lunch		£2.50					
Nursery	12.30 – 3.30	Free					
Nursery	12.30 – 3.30	£22					

Please note that session choices are provisional until all necessary information has been provided. If eligible for the universal grant and your child is over 3, please select sessions up to 15 hours shown as free. If eligible for the 30 hours provision, you may select sessions up to 30 hours shown as free.

5.

NURSERY ATTENDANCE TO DATE

Present Nursery	Date entered	Date leaving
Address	Postcode	Telephone
Previous Nursery if present Nursery attended for less than one year	Date entered	Date left
.....	Telephone

6.

ADDITIONAL INFORMATION

Please provide us with details of any medical condition, health problem or allergy affecting your child; any learning difficulty, disability, or special educational need of your child, as well as any behavioural, emotional and / or social difficulty of your child. Please indicate below or on the Confidential Information Form (if applicable.)

N/A ☐Enclosed ☐

.....

.....

.....

.....

.....

.....

7.

DECLARATION

I/ We request that my / our child named above is registered as a prospective pupil and acknowledge that:

Parents will be expected to complete EYR1 & EYR8 forms in order to receive Nursery funding for the above named child;

If eligible for the 30 hour provision, we must re-new the eligibility code every 3 months otherwise we accept that we will have to pay for the booked sessions and they will not be free;

A term's notice must be given in writing to the Head of Lower School before the removal of any pupil. Notice must be received on or before the first day of term. If such notice is not received, the full charge for booked sessions will be charged in lieu.

Each parent / legal guardian to sign and print name.

Signature

Name in full

Relationship to child

Date

Signature

Name in full

Relationship to child

Date

8.

HOW WE WILL USE THE INFORMATION PROVIDED ON THIS FORM

This information will be used by the school during the admissions process and if eligible to access the Pioneer System to confirm eligibility for the 30 hours provision.

Please return this form to:

Mrs Pullin, Lower School Office, Colston's Lower School, Park Road, Stapleton, Bristol BS16 1BA.

Tel: 0117 965 5297 Email: cpullin@colstons.bristol.sch.uk

Colston's School is a limited company registered in England no. 2792699 Registered charity no. 1079552