To be completed and returned to Carey West, Merton Poppits Playgroup, Romsey Close, Popley, Basingstoke, Hants. RG24 9HB.

PLEASE USE CLEAR BLOCK CAPITALS THROUGHOUT

Childʹs First Name: .................... ................... .........................................

Childʹs Surname: .................... ................... ............................................

Childʹs Date of Birth: ................................................................................

Parents/carers name: ………………………………………………………………………………

2nd parent/carers name: …………………………………………………………………………..

Contact address: ……………………………………………………………………………………..

………………………………………………………..postcode: ……………………………………..

Telephone number: …………………………………………………………………………………. (Please note the manager will contact you on this number at least 2 weeks before your child is due to start)

Email address …………………………………………………………………………………………..

(Please write clearly)

**REQUIREMENTS:**

1. Do you require a full‐time place? (30 hours per week) Y/N

2. If you require a part‐time place please tick the appropriate boxes:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Day of week** | **9am-11.30am** | **11.30-12pm** | **12pm-12.30pm** | **12.30pm-3pm** |
| **Monday** |  |  |  |  |
| **Tuesday** |  |  |  |  |
| **Wednesday** |  |  |  |  |
| **Thursday** |  |  |  |  |
| **Friday** |  |  |  |  |

**If we do not have space in the hours above, would you like alternative hours? Y/N**

**The Playgroup Manger or Deputy will telephone you to confirm your hours at least 2 weeks prior to your child starting playgroup.**

3. Please state if you are on the waiting list for another child minder or nursery, playgroup givingname(s) and address(es):

...................... ...................... ...................... ......................

...................... ...................... ...................... ......................

………………………………………………………………………………………

Please notify us if you accept a place in another nursery or playgroup. (Tel No. 01256 353100 or email 511077@childcare.hants.org.uk)

4. Is there any other information you wish to add with regard to your application for a place for your child?

...................... ...................... ...................... ...................... ...................... ......................

5. Has your child got any medical needs, language needs, special needs or disabilities that you feel we should be aware of prior to your child starting playgroup?

………………………………………………………………………………………………………………..

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6. Do you qualify for 2 year old funding? Yes No

Parents who receive

* Income Support
* Income related Employment and Support allowance
* Support under Part VI of immigration and Asylum Act 1999
* The guarantee element of State Pension Credit
* Child Tax Credit provided you are not also entitled to Working Tax Credit, and have an annual gross household income of no more than £16,190 as assessed by Her Majesty's Revenue and Customs (Further details [Child Tax Credit](https://www.gov.uk/child-tax-credit))
* **Children whose parents/guardians are receiving Working Tax Credits and has an annual household gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs.**
* N.B. If receiving Working Tax Credits please enclose a copy of your TC602 Tax Credit Award Notice with your fully **completed** Request Form.
* **Children looked after by the Local Authority:**
* Children in receipt of [Disability Living Allowance](https://www.gov.uk/disability-living-allowance-children) (DLA)
* Child with a [Statement of Special Educational Needs](https://www.gov.uk/children-with-special-educational-needs) (SEN)
* Child with an Education, Health and Care Plan (EHC Plan)

6. Where did you hear about our playgroup? Please circle:

Basingstoke Gazette Other newspaper Popley Matter School

Friend Website Children’s centre

Other please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Data Protection**

In compliance with current UK Data Protection legislation, any information you provide here will be kept secure and treated confidentially.

The data collected will only be used by Merton Poppits.

Limited and will not be disclosed to any external sources without prior consent.