



St Charles' Catholic Primary School

'Together we follow in Jesus' footsteps in our living and learning'



2023/2024 Nursery Application

Closing Date: 17 March 2023

Offer letters will be sent by post on 24 March 2023

Deadline to accept offers is 21 April 2023

St Charles' Catholic Primary School has a well-established nursery, offering 15 free hours of childcare per week or 30 hours of childcare to children who are 3 years old by 1 September on the year of admission. Our options are:

Option 1 – 15 hours

Monday: 8.40am - 3.20pm
Tuesday: 8.40am - 3.20pm
Wednesday: 8.40am - 11.30am

Option 2 – 15 hours

Wednesday: 12.45pm - 3.20pm
Thursday: 8.40am - 3.20pm
Friday: 8.40am - 3.20pm

Option 3 – 30 hours

Monday to Friday
8.40am – 3.20pm

Option 1 or Option 2 - 15 hours per week

In applying for and accepting a nursery place at St Charles' Catholic Primary School for 15 hours you are entering an agreement to use your initial 15 free hours with St Charles' for the entire academic year of 2023-24.

Option 3 - 30 hours per week

For those parents who are eligible for the 30 hours code: In applying for and accepting a nursery place at St Charles' Catholic Primary School for 30 hours, you are entering an agreement to use your initial 15 free hours and the additional 15 funded hours with St Charles' for the entire academic year of 2023-24. You also agree to confirm your 30 hours code by the deadline requested by Newcastle City Council or this will affect your child's additional free 15 hour place or be charged the cost of the nursery place.

Please note: it is your responsibility to reconfirm your 30 hour code every 3 months on the Government portal.

For those parents who are not eligible for the 30 hours code: For those who wish to purchase the additional 15 hours the cost will be approximately £75 per week (to be confirmed at a later date).

- ☐ I would prefer the first half of the week (Option 1 – 15 hours)
- ☐ I would prefer the second half of the week (Option 2 – 15 hours)
- ☐ I would prefer both Option 3 (full time) and I have a 30 hour childcare code
- ☐ I have no preference to either Option 1 or Option 2 (15 hours)

Application Evidence

Please supply the following original evidence with your application form.

Child's Faith evidence (baptism certificate, letter from Faith leader)	
Child's date of birth evidence (birth certificate, passport)	
Child's home address evidence (this can be the applicant or the child and should be dated within the last 3 months from date of application)	

If you would like to visit our school before applying please contact our school office on 0191 285 2553. St Charles' school admissions policy 2023/2024 and catchment map are available directly from the school or can be found on the school website (www.stcharlesprimary.uk)

Please note: entry to our nursery does not guarantee a place in Reception class.

Name of Parent/Carer completing this form		
Salutation	Mr/Mrs/Miss/Dr/Other (please state)	
First Name		
Surname		
Tel No		
Email address		
Child's Details		
First Name		
Middle Name		
Surname		
Date of Birth		Gender
Faith		
Address		
	Postcode	
Is your child in public care, ie a looked after child?		YES/NO
If yes, which Local Authority?		
Does your child have an Education Health Care Plan?		YES/NO
Does your child suffer from a medical condition?		YES/NO
If yes, please provide further information:		
<div></div>		
Does your child have any specific needs or is there anything you would like to make school aware of:		
<div></div>		
Will your child have a brother or sister attending St Charles' or any other school in September 2023?		YES/NO
If yes, please give details below:		
Name of Brother or Sister	Date of Birth	School Attending
Have you submitted an application to any other Nursery?		YES/NO
If yes, please give names and where the Nursery stands in your order of preference:		
School Name	Preference Position	

Applying for a full time place (30 hours)

If you would like more information on childcare funding, please click on this link:

<https://www.tax.service.gov.uk/childcare-calc/>

Please complete the section below if you are applying for a full time place (30 hours), or have a code and are sharing your hours with another provider

By providing the details below you are agreeing to allow us to share this with Newcastle Local Authority.

Please note, the details below relate to the applicant, not the child.

Salutation	Mr/Mrs/Ms/Miss/Dr/Other (please state)
First Name	
Surname	
Date of birth	
National Insurance Number	
30 hour code**	

** If you do not yet have the code, please get in touch with us when you do. You must have the code approved by the time you accept the offer, unless your child has not been allocated one based on them currently being too young.

If you have already chosen an additional childcare provider please provide details below:

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I have read the above and undertake to inform the school of any changes of circumstances before the deadline for applications of 17 March 2023.

Print (name of Parent or Guardian): _____

Signature: _____

Date: _____

*It should be noted that an offer of a place may be withdrawn if information supplied by you on your application is intentionally misleading or fraudulent. **I have read the above and undertake to inform the school of any changes to circumstances before 17 March 2023.***