

## Meaford Fields Day Nursery Ltd Enrolment

Child's Full Name \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent or Guardians' Full Names \_\_\_\_\_

\_\_\_\_\_

Home address \_\_\_\_\_

Tel no \_\_\_\_\_ e-mail \_\_\_\_\_

Address and telephone no at which parents can be contacted during the day

Mother \_\_\_\_\_

Telephone no \_\_\_\_\_ Mobile \_\_\_\_\_

Father \_\_\_\_\_

Telephone no \_\_\_\_\_ Mobile \_\_\_\_\_

It is the responsibility of parents to keep contact details up to date, please let us know if your details change.

Person(s) holding Parental Responsibility

Name \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_

Preferred Days \_\_\_\_\_ Est. Start Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**N.B. By signing above you agree to be bound by the terms and conditions overleaf**

## Terms & Conditions

- i. Payment for childcare must be made one month in advance by standing order or childcare voucher, on or before the dates in the example below:-  
Example – September Nursery fees payment should be 26<sup>th</sup> August  
Failure to pay nursery fees on time will result in the free childcare entitlement being removed and a higher charge will apply.
- ii. Parents must keep the nursery informed of any relevant changes in circumstances e.g. contact details, home address, workplace etc.
- iii. Parents must keep the nursery informed of and changes in medical details that nursery staff may need to be aware of.
- iv. Parents must give one months' notice should they decide to leave the nursery or reduce days – or equivalent days in lieu.
- v. Completion of an enrolment form does not guarantee a place at Meaford Day Nursery.
- vi. Parents must be contactable at all times of the day whilst your child is in our care.