



Registration Form

Child's Details

First Name:	Last Name:
Date of Birth:	Age
Address:	
Postcode:	

Parents' Details

Mother's First name:	Mother's Last Name:
Email:	Home Tel:
Place of work:	Work Tel:
Father's First Name:	Father's Last Name:
Email:	Home Tel:
Place of work:	Work Tel:

Nursery Sessions Requested

	Morning 8am to 1pm	Afternoon 1pm to 6pm	Full day 8am to 6pm
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Start Date Requested:

I enclose £50.00 Registration Fee, which is non-returnable. Please make cheques payable to:
PERINS COMMUNITY

I have read the Terms and Conditions overleaf.

Signature:	Date:
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TERMS AND CONDITIONS

1. A non-refundable registration fee of £50.00 is payable to register each child.
2. Proof of age is required for every child attending Patchwork Day Nursery and Pre-School. Please provide your child's birth certificate or passport to confirm your child's date of birth.
3. Invoices are sent one month in advance and **must** be paid on the due date stated on the invoice. Any late payments will be charged an additional £5 per day.
4. There will be no refund on sessions booked which are not used.
5. When a child changes from one age group to another, i.e. from 'under 3's' to '3-4 year olds', the reduced rate will apply from the beginning of the month following his/her 3rd birthday.
6. If your child is booked in for an extra session which is additional to his/her normal session, this will be charged on a future invoice, i.e. a child attending extra session in May will be billed on the July invoice.
7. Parents/Guardians who are late collecting their child/children will be charged an additional £4.00 for every 5 minutes over the specified time.
8. We try to keep our changes to a minimum. Should an increase become necessary, you will be given at least 4 weeks' notice in writing.
9. Parents/Guardians must inform Patchwork Day Nursery & Pre-School in writing if they do not give permission for their child/children to go for walks in and around Alresford.
10. Patchwork Day Nursery & Pre-School is open all year **EXCEPT** Bank Holidays, five working days over Christmas and two INSET days.
11. A minimum of 4 weeks' notice in writing is required to terminate your nursery place and fees are payable up to the expiry of the notice period.
12. We hold information in accordance with the Data Protection Act 1998 and your details will not be divulged to any third party organisations. However we would like to contact you with news, offers and any information regarding Patchwork and Perins School. Please advise the nursery manager should you NOT want to us to contact you.