



The Blue Door Nursery

Enrolment form

Please ensure that you give as much detail about your child as possible, if you would prefer to fill in the form in discussion with our concierge then please ask – it won't be a problem!

Child's full name Please provide a copy of your child's birth certificate	Child's date of birth:
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Child's known name (if different to above)

Child's first language

Any other languages spoken

Address: Postcode: Email address for invoices / letters:	Home telephone: Contact numbers during sessions:
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Name of Parents / Carers with whom the child normally lives:

Do all the above have parental responsibility for the child? YES / NO

Any other adults with parental responsibility / rights with whom the child does not live?

We will send copies of letters / reports to these people unless they instruct us otherwise

Name:

Address:

Telephone number:

Email address

Relationship to child?

Is this person an emergency contact? YES / NO

Password for collection of child by adult unfamiliar to Nursery staff:

Please provide details of two people who can act in an emergency for your child:

Name:

Contact number:

Relationship to child:

Name:

Contact number:

Relationship to child:

In the event that no one can be contacted in an emergency the Nursery Manager will allow other trained professionals to make decisions in the best interest of your child (e.g. medical staff).

Child's doctor:

Surgery name and address:

Telephone number:

Child's Health visitor:

Telephone number:

Has your child any medical condition we should be aware of? (Asthma, eczema etc)

Has your child any allergies, food intolerances etc

If yes, how does your child react to these? (So that we know the symptoms to look for in cases of emergency)

Does your child have any other special needs and / or need any additional support?

Are there any other professionals involved with your child? E.g. Social services, Speech therapy etc

Permissions

I give consent for photographs to be taken of my child for display, records keeping purposes. (Photographs will be kept in nursery) YES / NO

I give consent for photographs to be taken of my child for the Nursery website and Facebook page YES / NO

I give consent for staff and other agencies such as Area Senco and Health Visitors to carry out and record observations of my child for the purpose of developmental assessment: YES / NO

I give consent for my child to be taken off site for short walks or to the park as part of Nursery activities. YES / NO

I give consent for the Nursery to act in the best interests of my child in the event of a medical emergency: YES / NO

I give consent for the Nursery to apply sun cream to my child YES / NO

I give consent for Nursery staff to apply sudocreme / nappy cream if necessary YES / NO

I have provided details of my child's immunisations YES / NO

Nursery staff are allowed to put a hypoallergenic plaster onto a minor wound if necessary to keep a wound clean YES / NO

Will your child be attending any other childcare setting as well as The Blue Door Nursery e.g. another Nursery, a child minder or a Nanny? YES / NO

If Yes, please provide details below:

Name of setting:

Contact details

Name of Key person:

I understand the terms and conditions as they have been explained to me and I wish to apply for a place at The Blue Door Nursery for:

I enclose a deposit of _____ I understand that the deposit will not be returned if the place is not taken up. In all other circumstances the deposit will be applied to your child's closing invoice.

Signed:

Date

Please tick all relevant boxes which are applicable to your child.

Hair colour		Eye colour	
Black		Blue	
Blonde		Brown	
Dark Brown		Green	
Light Brown		Hazel	
Red			
Ethnicity	Nationality	Home Language	Any other languages spoken?
African	African	Chinese	Chinese
Afro-Caribbean	American	English	English
Arabic	Australian	French	French
Asian	Brazilian	German	German
Caucasian	British	Italian	Italian
Chinese	Canadian	Spanish	Spanish
Indian	Chinese	Other (please specify)	Other (please specify)
Jewish	French		
Mixed race	German		
Other (please specify)	Indian		
	Irish		
	Japanese		
	Spanish		
	Other (please specify)		

My child has had the following immunisations, please tick all those that are relevant			
Diphtheria	HIB	Measles (separate vaccine)	Mumps (separate vaccine)
Rubella (separate vaccine)	Meningitis C	MMR	Polio
Tetanus	Whooping Cough (Pertussis)	Other (please specify)	Other (please specify)

My child has had the following childhood illnesses / diseases, please tick all those that are relevant				
Chicken Pox	Measles	Mumps	Hand, foot and mouth	Whooping cough
Impetigo	Other (please specify)	Other (please specify)	Other (please specify)	Other (please specify)

My child has the following ALLERGIES , please tick all those that are relevant				
Bananas	Beef	Butter	Cotton Wool	Cow's Milk
Eggs	Fish	Lactose	Lamb	Nuts
Oranges	Pork	Soap powder	Soya	Strawberries
Sugar	Wheat	Plasters	Other (please specify)	Other (please specify)

Dietary PREFERENCES , please tick all those that are relevant				
My child is a vegetarian				
My child is a vegan				
My child does not eat pork				
My child eats fish but not meat				

Sessions requested:

	Start	Finish	Nursery tea? [EYEE funded children only may opt out of nursery tea. They may bring their own or miss it altogether] Please indicate what your child will be doing
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

If you have chosen an afternoon EYEE session, please indicate if your child requires nursery tea.

Preferred start date:

Please understand that we will not allow any child to start at nursery until we consider they are settled and feel comfortable with us – even if this means a start date is delayed

The following documents should also have been given to you:

- A copy of the Nursery financial terms and conditions
- A medical details form if your child is on regular medication at home (please fill this in and return to us)
- An 'All about me booklet' and 'what I can do' sheet please fill these in (with your child if appropriate) and return it to us
- An early years pupil premium form (2+ years)
- A copy of the most recent nursery newsletter and information sheet
- A copy of the Nursery's responsibilities regarding Fair Processing
- A copy of the Nursery's responsibilities regarding Child Protection

It should also have been explained to you:

- What the Nursery's medication policy says
- Where the parents information board is
- Where fees are paid
- Where the Nursery policies and procedures are kept
- Where your child's things will be kept while at Nursery
- How to make comments and suggestions about the Nursery
- How to complain if there is something you are not happy with

If you haven't had any of these please ask for them, thank you