

Office use only



REGISTRATION FORM

Place accepted: _____ Date received _____
 Place not accepted: _____ 2 YR CODE/30 HR CODE: _____
 Fees/Deposit: _____
 Key Person _____
 Start date: _____
 Sessions: _____
 C.P (alert) location: _____

Child's name: _____ Date of birth: _____
 Address: _____ Postcode: _____
 _____ Home telephone no: _____
 Gender: Male/Female Religion: _____
 Home language: _____ Child's ethnic origin: _____

Mother's Name: _____
 Mobile or Work No: _____
 Does this parent have parental responsibility for the child? Yes/No

Father's Name: _____ Mobile _____
 or Work No: _____ Does this
 parent have parental responsibility for the child? Yes/No

Brothers/Sisters:
 Name: _____ Age: _____ School Attending: _____
 Name: _____ Age: _____ School Attending: _____

Family email address: _____

PASSWORD: _____
 (Pre-School password for security)

Previous settings attended. (Pre-school/Nursery/Childminder)

Name: _____ Date attended from: _____ to: _____
 Address: _____
 _____ Tel: _____

Childminder's Name: _____ Number: _____

Emergency contact to use if unable to contact any of above:

Name: _____ Phone No: _____
 Name: _____ Phone No: _____
 Name: _____ Phone No: _____

Has your child been immunised against?

Does your child have any of the following?

Polio:	yes/no	Asthma	yes/no
Diphtheria:	yes/no	Eczema	yes/no
Tetanus:	yes/no	Allergies	yes/no
Whooping cough:	yes/no	Fits	yes/no
BCG:	yes/no	Sickle cell:	yes/no

Any dietary requirements or anything else you would like to tell us about your child? _____

Any relevant health information/allergies? _____ (please complete the Individual Health Plan please ask a staff member) _____

Child's doctor: _____ Phone No: _____
 Health Visitor's name: _____ Phone No: _____

Will your child need any additional support at preschool due to medical or special educational needs? Yes/No (delete)
 If so, please give details: _____

Do you receive Disability Living allowance? Yes / No (delete)

Any other professional who has regular contact with your child? Yes/No (delete)

Name _____ Role _____ Agency _____
Telephone _____ Address _____ Email _____

Please fill in if you have a preference; Morning/ Afternoon/ All Day. Please be aware that our admissions policy states that children must attend for a minimum of 3 sessions per week. **Is your child on a nursery waiting list? Yes/No**

*I agree to my child being seen by a health visitor at pre-school and being contacted. *I agree to my child being seen by a doctor in an emergency. *I understand that all agreed sessions must be paid for on the day or in advance, whether my child attends or not. **By signing this form, you give Cornerstone Pre-School consent to keep your information in order to contact you to offer a place and to, where necessary, share your information with the local authority to confirm your eligibility and claim for 2yr or 30hr funding and for Early Years Pupil Premium or DAF funding.**

Signed: _____ Date: _____

(On the day of registration, you will need to produce a photo I.D for parents who have parental responsibility)

IMPORTANT INFORMATION

Working parents are entitled to **15 hours per week of additional extended entitlement** on top of the **universal 15 hours of free early education**. This means some **3- and 4-year-olds** may be eligible for **30 hours of FEEE**. You can check if your child is eligible by visiting: www.childcare-support.tax.service.gov.uk and also find out how to access tax-free childcare. Please note that we are **not obligated by the Government** to offer the additional 15 hours. However, we will do our best to accommodate your needs—please speak to a member of staff about your preferred sessions. **From September 2025, eligible 2-year-olds from working families** will be entitled to **30 hours of free early education**. Ticket/Unique reference number confirmed as eligible _____.

Eligibility for the 2 year old funding is dependent on family circumstances. You can check your eligibility through the Local Authority's 2 Year Old Eligibility Checker -www.walthamforest.gov.uk/eychecker. Ticket/Unique reference number confirmed as eligible _____. **Parent/Carer you will need to provide documentary evidence of meeting the criteria . (a copy of a benefits letter will be fine) which will need to be attached to this signed parental declaration.**

The Government planned a phased introduction of the extended entitlement to funded childcare for working families. Eligible 2 year olds are entitled to 15 hours of funding from April 2024 extending to 30 funded hours from September 2025. Get 15/30 hours free childcare: step by step - GOV.UK (www.gov.uk)

Parent/Carer you will need to provide documentary evidence of meeting the criteria . (a copy of the email letter will be fine) which will need to be attached to this signed parental declaration. The local authority has set a new system which allows providers to process the re-validation codes for the 15/30 hours (therefore you must re-confirm every 3 months) free childcare.

For further information on any services provided by the local authority '**LOCAL OFFER**' please visit www.walthamforest.gov.uk/localoffer

If you are willing and able to pay for a 2 year old place then please indicate by circling the following yes/no

Fees are £27.00 for a 2 year old session of 3 hours and £24.00 for a 3 year old session until government funding starts or in addition to.

Please contact **Ruby Marwat on 020 8556 8585** if any circumstances change or you no longer need this place. This helps keep the waiting list up to date. The pre-school will phone you when your child has a place.

The following data is voluntary and use for information purpose only

1 parent in full time work	2 Parent in full time work	1 Parent in part time work	2 Parent in part time work	Single parent family
1 Parent on Benefit	2 Parent on Benefits			

The Cornerstone Under 5s General Data Protection Regulations (GDPR) statement is as follows:

GDPR (2018): By providing your personal details you agree to allow the Cornerstone Under 5s to contact you by mail, email, telephone or SMS text messages. The Cornerstone Under 5s does not make personal data available to external individuals or organisations. Please refer to our Privacy Policy on our website. www.cornerstoneunder5s.org.uk

Updated 13.05.2025