



St Teresa's Catholic Primary School

Clairmont Road, Lexden, Colchester, Essex. CO3 9BE

Tel: 01206 508445

Email: office@st-teresas.essex.sch.uk

Website: www.st-teresas.essex.sch.uk

Headteacher: Mrs B Maguire M.A. NPQH

NURSERY SESSION BOOKING FORM

Our Nursery offers a variety of sessions for 3 and 4 year olds. Please see information below and indicate which applies to your child. If you are unsure how to complete any part of this form, please don't hesitate to contact us and we will be happy to guide you.

Funding / Session type	Applicable to my child
<ul style="list-style-type: none">FEEE 15 hours - all children eligible the term after their third birthday (5 x 3 hour session AM or PM)	
<ul style="list-style-type: none">FEEE 30 hours - where families meet the government criteria as working parents. Children eligible from their third birthday (5 x 6 hour sessions)	
<ul style="list-style-type: none">Unfunded paid sessions	

Child's Details

Full name:		Date of Birth:	
Address:		Gender:	
Post code:		First Language:	
Preschool or Nursery previously attended (if any):			

Home Details:

Home telephone number:		Email address:	
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Moving House

Please use this section if you are moving house before your child starts Nursery.

New Address:	
Post code:	
Date of move:	

Details of all persons with parental responsibility:

(Parental responsibility for a child whose birth was registered after 1st December 2003 is given to the parents named on the birth certificate.)

Name:	Relationship to pupil (e.g. mother, carer):	Address if different to that given above:	Contact telephone number:

Preferred start date: _____

How old will your child be on admission to the nursery?

Date of Birth: _____

Age in Years and Months: _____

Preferred Sessions Applied for:

Please indicate your preferred sessions with a ✓

To help with the allocation of places, it would be helpful if you could indicate other sessions that will also be acceptable with a *

	Breakfast (7.30 - 8.35)	AM session (8.35 - 11.35)	Lunch time (11.35 -12.10)		PM session (12.10 - 3.10)	Half Session After School (3.10 -4.30)	Full Session After School (3.10 - 6.00)
			Home provided packed lunch	School provided hot meal			
	£5.50	£16.50	£4.00	£6.30	£16.50	£8.25	£16.50
Hours	1 hour 5 mins	3 hours	35 mins	35 mins	3 hours	1 hour 20 mins	2 hours 50 mins
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							

As a Catholic school, we are committed to making high-quality early education accessible to all. We aim to offer the government-funded 15 or 30 hours without any compulsory top-up fees. To support this, families have the option to send a packed lunch and collect their child at 2:35pm. This early finish time means that you would not be required to pay the £4.00 lunchtime fee, ensuring there are no additional charges apart from a voluntary contribution towards snacks.

Please note that breakfast club and after school sessions cannot be included in this option.

If you would like to take up this offer for your child, please tick here

Funding of sessions

You may be eligible for funding to cover the cost of your sessions.

The term after your child is three years old, your child is entitled to 15 hours free of charge in one or split between two settings.

For children aged 9 months to 4 years:

From September 2025, 15 hours for eligible working families will expand to 30 hours, meaning eligible working parents can now apply for 30 hours of childcare from the term after their child turns 9 months until they reach school age.

If you currently receive 15 hours for working families, just reconfirm as usual and the code will work for the 30 hours offer in September, providing you remain eligible.

To see if you are eligible, please contact HMRC. More information can be found on the following HMRC website: www.childcarechoices.gov.uk

Do you wish to split your child's funding between more than one nursery or childminder?	Please circle:	YES	NO
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By signing this form, I agree to the Terms and Conditions (available to view on the website)

Signed:	Relationship to child:	Date:
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Please return form to:

School Office, St Teresa's Catholic Primary School, Clairmont Road, Colchester, Essex. CO3 9BE

Tel: 01206 508445 Email: nursery@st-teresas.essex.sch.uk

Appropriate information contained on this form will be held on computer files and may be shared with other relevant educational establishments and agencies for the purpose of providing the appropriate service or meeting legislative requirements.