

# Watcombe Children's Centre Nursery

## WPS Children's Centre CIC

Registered Company

No 5881625

Registered Office:

Watcombe Children's Centre

Moor Lane, Watcombe, Torquay TQ2 8NU

Tel: (01803) 316959 Email: admin@wpscc.co.uk

Thank you for registering your child with us.

**Please read the following BEFORE you complete your form.**

So that we can reserve your space and make things as smooth as possible, please fill in all details on the following pages, and remember to sign to say you agree with the following –

- Terms and Conditions
- Sharing your details with Torbay Council, so we can validate any funding claim.

Please make sure you have your funding code to hand, as this is needed to validate any claim to funding you make.

After you have completed your registration form, you will be able to upload a copy of your child's Birth Certificate, which is required as part of our registration process. Please make sure both parents sign the registration form (unless not able to).

### Deposit

There is a £100 deposit required for any parent who takes up paid sessions, or don't have a funding code at the time of registering. Without this we cannot reserve your space. The deposit is refundable when your child leaves us. If you fail to take up a space at our nursery, then your deposit will be non-returnable.



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## Registration form

<b>CHILD</b> Forename: _____	Surname: _____
Known As: _____	Date of birth: _____ Male <input type="checkbox"/> Female <input type="checkbox"/>
Ethnic Origin (code-see page 4): [ _ _ _ _ ]	<b>Payment Method (tick all that apply):</b> Tax-Free Childcare <input type="checkbox"/> Internet Banking <input type="checkbox"/> Debit Cards <input type="checkbox"/> Working Parents Funding <input type="checkbox"/> Disadvantaged Funding (code from LA) <input type="checkbox"/>
Any Additional Needs: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Any Professional Involvement Yes <input type="checkbox"/> No <input type="checkbox"/>	
Funding Code: _____	This code is required for funding.
<b>Family Address:</b>	
House Number/Name _____	Street _____
Town _____	Postcode: _ _ _ _ / _ _ _ _ Telephone _____

<b>CARER 1</b>	Title: _____
Forename: _____	
Surname: _____	
National Insurance Number: _____	
E-mail: _____	
Mobile phone: _____	
Date of birth: _ _ _ _ _ Male <input type="checkbox"/> Female <input type="checkbox"/>	
Relationship to child: _____	
Parental Responsibility as stated on your child's Birth Certificate: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Correspondence: <input type="checkbox"/> Lone parent: <input type="checkbox"/>	
Employment: _____	
Occupation: _____	

<b>CARER 2</b>	Title: _____
Forename: _____	
Surname: _____	
National Insurance Number: _____	
E-mail: _____	
Mobile phone: _____	
Date of birth: _ _ _ _ _ Male <input type="checkbox"/> Female <input type="checkbox"/>	
Relationship to child: _____	
Parental Responsibility as stated on your child's Birth Certificate: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Correspondence: <input type="checkbox"/> Lone parent: <input type="checkbox"/>	
Employment: _____	
Occupation: _____	

Your Accommodation:  Rented  Owned (either with or without a mortgage)

## SESSIONS REQUIRED

Proposed / Actual start date

.....

Days required – please indicate all that apply:

Extra sessions may be arranged in agreement with the nursery. These will be invoiced in your next months invoice.

**There is a minimum requirement of 2 sessions per week (on separate days).**

Session	7:30 start (for an extra cost)	8-6pm (Full Day session)	8-1pm (am session)	1.30-6pm (pm session)
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				

By signing this agreement, you confirm that you agree by our terms and conditions available at <https://www.watcombenuresery.co.uk>, the nursery polices, and procedures and you also agree to the start date. You are also signing to say that the information is complete and accurate, and you will inform us of any changes.

Both parents, who are on your childs Birth Certificate, and have parents' responsibility must sign below.

Our Terms & Conditions are available on our website, or available via email - if you wish a copy please email us at [admin@wpscc.co.uk](mailto:admin@wpscc.co.uk)

**You also agree to pay a consumable charge for funded hours, The consumable charge covers things as food, activities, registration, settling in sessions, etc. The amount is advertised on our website.**

**By signing below, you give consent for this information to be stored on a confidential database and understand that my information may be shared with other agencies in accordance with the Data Protection Act 1998. (these will include Torbay Council and the professional bodies)**

**This data will also be shared with Torbay Council to Validate any claim to funding.**

**Signed:** .....  
Parent / carer with parental responsibility

**Print Name:** ..... **Date**.....

**Signed** .....  
Parent / carer with parental responsibility

**Print Name:** ..... **Date**.....

## ETHNIC CODES

Code no	Ethnicity	Code no	Ethnicity
WBRI	White British	APKN	Pakistani
WIRI	White Irish	ABAN	Bangladeshi
WIRT	Traveler of Irish Heritage	AOTH	Any Other Asian Background
WOTH	Any Other White Background	BCRB	Black Caribbean
WROM	Gypsy/Roma	BAFR	Black African
MWBC	White/Black Caribbean	BOTH	Any Other Black Background
MWBA	White/Black African	CHNE	Chinese
MWAS	White and Asian	OOTH	Any Other Ethnic Group
MOTH	Any Other Mixed Background	REFU	Refused
AIND	Indian	NOBT	Information Not Yet Obtained

**Please make sure we see a copy of your childs Birth Certificate?**

**For paying customers there is also a £100 deposit to pay before we can guarantee your sessions. This can be paid online at [www.watcombenursery.co.uk](http://www.watcombenursery.co.uk) under 'Register your Child'**

**If you are in receipt of funding, please make sure we receive your funding code so we can reserve your childs space.**

How did you hear about our nursery?

Recommended  Online  Torbay Early Years  Other