Nursery Session Booking Form
Spring Term 2027
(5th January 2027 – 25th March 2027)

Please use this form to indicate which sessions you would like to book for the above term.

The rate charged over and above funding hours (if applicable) for 9 months up to 2 year olds is £10.30 per hour, 2 year olds is £6.50 per hour, 3 and 4 year olds is £5.40 per hour.

Early Years Funding

For eligible working parents **the term following your child's 9 month 'birthday'** your child will become eligible for Early Years Funding, the first 30 hours attended per week, up to a maximum of 1140 per academic year, is free of charge to you.
Attendance over 30 hrs per week or over the total allowance of 1140 hours per academic year will be charged at the 9 months - 2 year old hourly rate.

We are a **registered 2 year old funding provider** and your child is welcome to start in our Nursery as soon as they turn two. Some 2 year olds are eligible for funded childcare if parents are in receipt of certain benefits. You can check your eligibility on the Citizen Portal https://oneonline.devon.gov.uk/CCSCitizenPortal_LIVE/en

The term following your child's third birthday your child will automatically become eligible for Early Years Funding, the first 15 hours attended per week, up to a maximum of 570 per academic year, is free of charge to you.
Anything over 15 hrs per week or over the total allowance of 570 hours per academic year will be charged at the 3-4 year old hourly rate.

You may be eligible for 3-4 year old 30 hrs funding. To check your eligibility visit https://beststartinlife.gov.uk/. If you are eligible you must provide us with your eligibility code and National Insurance Number for verification before you can use the extended funding.

Early Years Funding normally begins the term after the funding application date as below;

Date Funding Applied For	Funding starts
1st January - 31 March	Summer term (after Easter holidays)
1st April - 31 August	Autumn term (after Summer holidays)
1st September - 31 December	Spring term (after Christmas holidays)

Please be aware that when you sign the Early Years Entitlement Funding form during Headcount Week (you will be advised when this is), you are agreeing that your child will attend the sessions as detailed, and Winkleigh Nursery will make the appropriate funding claim accordingly. In making this claim the Nursery becomes financially liable in the event of a child's unauthorised absence; therefore, The Woodland Federation School Governors reserve the right to pursue these costs if your child is absent. You are also agreeing to pay for additional sessions booked over and above funded hours at the rates shown. If your child is absent due to illness, holiday or appointment you will still be charged if your booking exceeds your funding allowance. If your child attends another provider in addition to Winkleigh Nursery please complete the box on the final page of this form to ensure that there is not an overclaim of funding.

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Child's Name & date of birth	
Name of person completing this form	
Email address	
Date from which you would like bookings to start	
11-digit Funding Code and National Insurance Number (if applicable)	

Please tick below to indicate which sessions you would like your child to attend.

Session Booking		**Monday**	**Tuesday**	**Wednesday**	**Thursday**	**Friday**	**Total Hours Booked**
7.45am – 9.00am (Nursery Earlybirds)	1hr 15mins						
9.00am - 12.00pm	3hrs						
9.00am - 1.00pm **	4hrs						
9.00am - 3.30pm	6.5hrs						
12.00pm - 3.30pm **	3.5hrs						
1.00pm - 3.30pm	2.5hrs						
Total Hours Booked							

** Includes lunchtime

Session Booking (Nursery Allsorts)		**Monday**	**Tuesday**	**Wednesday**	**Thursday**	**Friday**	**Total Hours Booked**
3.30pm – 4.00pm	30mins						
3.30pm – 4.30pm	1hr						
3.30pm – 5.00pm	1.5hrs						
3.30pm – 5.30pm	2hrs						
3.30pm – 6.00pm	2.5hrs						
Total Hours Booked							

Sessions will be allocated as explained in our Admission Policy and Procedures.

My child also attends another Nursery or Childminder – Yes / No

Details of other provider (name, address, hours attending);

Please sign to agree that:

I understand the sessions above will be allocated to me if possible. If my requested hours cannot be offered, all possibilities will be explored to try and reach an agreement for my child to attend when convenient for me and the Nursery.

I have read and understood the Admission Policy and Procedures.

Signed: .....

Relationship to child: .....

Date: .....