



Nursery Forms for Admission



2 Bolton Road, Addingham, Ilkley, West Yorkshire, LS29 0NR

Telephone: 01943 839000

Email: nurseryrhymes999@yahoo.com

Website: nurseryrhymesdaynursery.co.uk

Nursery Rhymes Forms for Admission

Opening Times

The nursery is open from 7:30am to 6:30pm Monday to Friday.

Full day: 7:30am to 6:30pm

Morning session: 7:30am to 12:30pm

Afternoon session: 1:30pm to 6:30pm

Please keep for your reference

Nursery Rhymes LLP

2 Bolton Road, Addingham, West Yorkshire, LS29 0NR. Telephone 01943 839000

OFSTED Registration Number 957307

Registered Office – "the old pottery" 2 Bolton Road, Addingham, West Yorkshire, LS29 0NR. Registered in England.

No OC304829

Application Form for Admission

Nursery Rhymes LLP
2 Bolton Road, Addingham, West Yorkshire LS29 0NR
(Ofsted registration N° 957307)

Parent/Guardian Information

Name (1) _____

Name (2) _____

Address _____

Post Code _____

Place of Work (1) _____

Phone _____ Mobile _____

Email _____

Place of Work (2) _____

Phone _____ Mobile _____

Email _____

Child Information

First Names _____ Surname _____

Date of Birth _____ Religion _____

First Language _____ Ethnic Origin _____

Date Required to Start Nursery _____

Doctor's Name _____ Telephone _____

Address _____

Other Professionals _____ Telephone _____

Allergies _____

Regular Creams or Medication _____

Special Dietary Requirements _____

Bank Details – Santander

Account Name – Nursery Rhymes LLP

Sort Code – 09-07-20

Account Number - 03217043

Registration Fee sent by Transfer £ Please Ring Sessions Required	Please indicate if your child had any of the following immunisations and if YES please give dates.
Monday AM PM	Whooping Cough YES NO Date _____
Tuesday AM PM	Tetanus YES NO Date _____
Wednesday AM PM	Measles YES NO Date _____
Thursday AM PM	Polio YES NO Date _____
Friday AM PM	Diphtheria YES NO Date _____

Signed (Parent/Guardian) _____ Date _____

Please ensure that you inform us in writing if any of the above information changes.

Childcare Agreement

This agreement is held between:

Nursery Rhymes LLP (2 Bolton Road, Addingham, West Yorkshire LS29 0NR - Ofsted registration N° 957307)

And (Parents/Guardians)

Address

Post Code

Phone

Mobile

Password

For the care of: -

Child's Name

Starting from

Required for the following days (please circle)

Monday	AM	PM	Tuesday	AM	PM	Wednesday	AM	PM
Thursday	AM	PM	Friday	AM	PM			

On signing this Childcare Agreement, I/we understand that Nursery Rhymes:

Is open 7:30am to 6:30pm Monday to Friday for full time or part time care, and late pickups will be charged for.

Is closed for one full week at Easter, one full week in August, the days between Christmas and New Year and all Public Holidays.

Does not charge for the above mentioned closures.

Takes a deposit to secure a place of one month's fees. In the event I/we cancel, or the start date is delayed I/we understand the deposit is non-refundable, or if the number of sessions required is reduced the deposit will only be partly refundable.

Requires monthly fees to be paid by the 1st of the month, one month in advance of services being provided e.g. July fees would be due by 1st June. I/we understand that interest and an administrative fee will be levied on late payments of fees and that repeated late payments may result in your child's place being suspended.

Requires parents to give one month's written notice of removing their child from nursery or to reduce sessions of attendance. In the event that I/we do not provide this written notice, or the notice period is shorter than required, I/we understand that one full month's fees will be due in lieu of notice or part of.

Cannot provide refunds in case of illness, absence, or holidays, as we will have already made commitments to ensure appropriate staff ratios.

Requires that I/we notify the nursery in case of absence either by letter, telephone call, email or in person in line with the Absent Child Policy.

May need to occasionally administer medication in line with the nursery's First Aid and Childhood Health policies and procedures. I/we understand that the staff cannot undertake the care of sick children, in particular when a child is infectious. I/we understand that if our child was to fall ill whilst in the care of Nursery Rhymes, we will be asked to collect him/her, and he/she may not return until after the required exclusion period in accordance with our Sickness and Illness Policy.

Is pleased to discuss our child's work and personal records at a mutually convenient date and time. I/we are also aware that the nursery is happy for us to take our child's record chart home to read, as long as it is returned for our child's following session.

Has been provided with photographs and a password of any adult who you have given permission to collect your child from the nursery. I/we have received a signed copy of this agreement.

Follows GDPR and Confidentiality Policies in relation to sensitive and confidential information about our child.

Will not tolerate discrimination on the grounds of sex, race, religion, disability, creed, or colour.

May withdraw a place for your child/children following aggressive behaviour by a parent.

Cannot take responsibility for personal items in line with its Personal Belongings Policy.

Signed (Parent/Guardian)

Date

Signed

Date

Hospital Admittance Permission Form

Nursery Rhymes LLP
2 Bolton Road, Addingham, West Yorkshire LS29 0NR
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Hospital Admittance Policy

If a child in our care needs hospital attention, then we will endeavour to contact the named parent/guardian as soon as is possible, however Nursery Rhymes reserves the right to call for an ambulance and / or take a child to hospital to prevent delay if instructed to do so by NHS 111 Service.

We respectfully ask parents/guardians to sign the consent form to confirm the hospital admittance policy is fully and clearly understood.

I/We do / do not give permission for Nursery Rhymes to contact the NHS 111 service, or to use other means of transportation as necessary in order for my/our child to taken to hospital in cases of emergency.

I/We understand that contact will be made to ourselves as soon as is feasible to do so and will try to meet at the nursery before the child is taken to hospital or at the hospital, whichever is the most appropriate and quickest to do.

My/our child does/does not have an allergy to plasters.

I/We do / do not give consent for Nursery Rhymes to administer Fist Aid treatment to my child.

Child's name: _____

Signed: _____

Name (CAPITALS): _____

Relationship to child in nursery: _____

Date: _____

Outings Permission Form

Nursery Rhymes LLP
2 Bolton Road, Addingham, West Yorkshire LS29 0NR
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Outing Policy

Nursery Rhymes will seek to take the children out on walks and visits in line with events and areas of interest that we are covering within the nursery. Outings may include trips to the park, to feed the ducks, or to visit the local shops and amenities.

When these outings are undertaken it is Nursery Rhymes policy that all children will be supervised with the correct staffing ratios and the children shall wear wrist straps, walking harnesses or be securely fastened in pushchairs. Nursery Rhymes will endeavour to let parents know in advance of any planned outings.

We respectfully ask you to sign the below consent form so that your child can participate in any such outings, enabling your child to be involved in the full range of experiences that we provide.

Nursery Rhymes will always request separate parental/guardian's consent for trips outside of the village or when transport is required.

I do / do not give Nursery Rhymes permission to take my child:

on any outings that the staff think may be beneficial to my child's enjoyment whilst attending the nursery.

I understand that the safety of the children will be paramount at all times.

Signed: _____

Relation to child: _____

Date: _____

Photograph Permission Form

Nursery Rhymes LLP

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From time to time Nursery Rhymes may wish to take photographs of the children for display and publicity purposes. It is our responsibility to ensure that permission is given before we use any photographs either within the room, or online. This permission form explains why we will need your consent before we are able to take photographs of your child during their time at Nursery Rhymes.

We may take photographs for several reasons whilst your child is with us, including:

- Documenting and recording educational activities
- Recording their learning and development progress
- Recording special events and achievements

We will also encourage children to be active learners, and to become involved in using cameras themselves by taking photos of their surroundings, activities and of each other.

We do however recognise that with the increased use of technologies, particularly digitally and online, the potential for misuse has become greater and we understand that this can give rise to concern. We will therefore endeavour to put effective safeguards in place to protect children and young people by minimising risk.

We are mindful of the fact that some families may have reasons why protecting a child's identity. If you have special circumstances either now or at any time in the future which would affect your position regarding consent, please let us know immediately.

A camera is available in each of the playrooms and this will be the only one which will be used when taking photographs of children. Members of staff are not permitted to take photographs of children using their own camera or mobile telephone with a camera. The nursery mobile phone does not have a camera and so it is safe to use when away from the setting.

To comply with the General Data Protection Regulations, we need your permission before we can photograph or make any recordings of your child.

We now have the exciting dimension of adding our images to our social networks such as Facebook and the Nursery website which also means that we can easily share photographs with family and friends.

Whilst this can be useful to all of us, we must ensure we protect and safeguard all children, including those who do not want to have their images stored online.

"Nursery Rhymes & Jabberwocky Club" Facebook page is available as a page for people to 'like' and we have set up the appropriate security settings to maintain the privacy of the children and the things we choose to upload.

This is a communication tool for the setting and we only use it to:

- Promote certain events such as our Calendar of Events
- Update parents on staff training and development
- To give any news
- To show photographs of activities, trips or special occasions.

The Nursery Management team are the only administrators of this page and are solely responsible for keeping it updated and keeping up to date with the latest security settings required for the page. Only photographs of children whose parents have given written consent are used on this page. We are happy for parents/carers to take photographs for personal use, but we do request that those images are not distributed or put on our page if they contain images of other children, adults or staff without consent. We never reveal any names or personal details about children whose photographs are published on the page. This will help protect all members of the community.

Parental Consent for Images – Conditions of Use

- This form is valid for the period of time your child attends the setting. The consent will automatically expire after this time. We will not re-use any photographs after your child leaves the setting without additional consent.
- We will not use any personal details or full names of any child or adult in a photographic image on our website or Facebook page.
- We may include pictures of children and staff that have been drawn by the children
- We will discuss the use of images with children in an age appropriate way to role-model positive behaviour
- This consent can be withdrawn by the parent/carer at any time by informing Nursery Rhymes in writing.

Please circle as appropriate

May we use your child's photograph/image in displays around the setting?	Yes/No
May we use your child's image on group photographs?	Yes/No
May we record your child's image for assessments, monitoring or other educational uses within the setting? (to be used internally only)	Yes/No
May we use your child's image on our website?	Yes/No
May we use your child's image on our Facebook page?	Yes/No

Name of child/ren:

Parent/Carer Name:

Parent/Carer Signature:

Date:

Sample Menu

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Sample Menu			
	Breakfast	Lunch	High Tea
Monday	<p><u>Cereal</u> - Weetabix, Cornflakes and Rice Krispies.</p> <p><u>Toast</u> - with butter</p> <p><u>Fresh Fruit</u> – Apple, pear, banana, and oranges.</p> <p>Served with either milk or water</p>	<p>Chilli & Rice & Green beans.</p> <p>---</p> <p>Homemade Carrot Cake</p>	<p>Macaroni Cheese</p> <p>---</p> <p>Fruit & Crackers</p>
Tuesday	<p><u>Cereal</u> – Weetabix, Cornflakes and Rice Krispies.</p> <p><u>Toast</u> – with butter</p> <p><u>Fresh Fruit</u> – Apple, pear, banana, and oranges.</p> <p>Served with either milk or water</p>	<p>Fish Pie, Mashed potato & Mixed veg</p> <p>---</p> <p>Homemade Jelly with Fruit</p>	<p>Mixed Sandwiches, Savoury Snacks & Salad</p> <p>---</p> <p>Fruit & Rice Cakes</p>
Wednesday	<p><u>Cereal</u> – Weetabix, Cornflakes and Rice Krispies.</p> <p><u>Toast</u> – with butter</p> <p><u>Fresh Fruit</u> – Apple, pear, banana, and oranges.</p> <p>Served with either milk or water</p>	<p>Spaghetti Bolognese & Carrots</p> <p>---</p> <p>Fromage Frais with Fruit</p>	<p>Homemade Wholemeal Pepperoni Pizza & Salad</p> <p>---</p> <p>Fruit & Crackers</p>
Thursday	<p><u>Cereal</u> – Weetabix, Cornflakes and Rice Krispies.</p> <p><u>Toast</u> – with butter</p> <p><u>Fresh Fruit</u> – Apple, pear, banana, and oranges.</p> <p>Served with either milk or water</p>	<p>Chicken Curry, Cous Cous & Petit Pois</p> <p>---</p> <p>Homemade Fruit Cobbler</p>	<p>Cheese & Courgette Scones served with Baked Beans</p> <p>---</p> <p>Fruit & Breadsticks</p>
Friday	<p><u>Cereal</u> – Weetabix, Cornflakes and Rice Krispies.</p> <p><u>Toast</u> – with butter</p> <p><u>Fresh Fruit</u> – Apple, pear, banana, and oranges.</p> <p>Served with either milk or water</p>	<p>Cauliflower, Broccoli & Bacon Bake with Noodles</p> <p>---</p> <p>Homemade Biscuits</p>	<p>Mixed Sandwiches, Savoury Snacks & Salad</p> <p>---</p> <p>Fruit & Crackers</p>

Nursery Fee Sheet Sept 2024

Nursery Rhymes LLP

2 Bolton Road, Addingham, West Yorkshire LS29 0NR

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3 Months to 2-Year-Old Funding Entitlement - Hourly Rate of £10.00 for additional ad-hoc hours

	Time	Regular Booked Session Fee	Monthly Fee	Ad-hoc Session Fee
Per Morning Session	7:30am – 12:30pm	N/A	N/A	£45.75
Per Afternoon Session	1:30pm – 6:30pm	N/A	N/A	£45.75
Per Full Day	7:30am – 6:30pm	£87.50	£357.29	£89.50
Per Week Full Time	7:30am – 6:30pm	9 for 10	£1,611.89	N/A

From start of 2-Year-Old Funding Entitlement - Hourly Rate of £9.25 for additional ad-hoc hours

	Time	Regular Booked Session Fee	Monthly Fee	Ad-hoc Session Fee
Per Morning Session	7:30am – 12:30pm	N/A	N/A	£43.00
Per Afternoon Session	1:30pm – 6:30pm	N/A	N/A	£43.00
Per Full Day	7:30am – 6:30pm	£82.00	£334.83	£84.00
Per Week Full Time	7:30am – 6:30pm	9 for 10	£1,510.82	N/A

From Start of 3-Year-Old Funding Entitlement - Hourly Rate of £8.75 for additional ad-hoc hours

	Time	Regular Booked Session Fee	Monthly Fee	Ad-hoc Session Fee
Per Morning Session	7:30am – 12:30pm	N/A	N/A	£41.00
Per Afternoon Session	1:30pm – 6:30pm	N/A	N/A	£41.00
Per Full Day	7:30am – 6:30pm	£78.00	£318.50	£80.00
Per Week Full Time	7:30am – 6:30pm	9 for 10	£1,437.33	N/A

Our monthly fees are calculated by taking the "Regular Booked Session Fees" for the week and multiplying by the 49 weeks that we are open, then dividing by 12 months. Please note our "Regular Booked Session Fees" are discounted, this discount also takes into account Bank Holidays throughout the 49 weeks we are open. When your child leaves, we will re-calculate your final invoice accordingly.

Our setting closes for the weeks commencing Monday 14th April 2025 and Monday 18th August 2025. Please note this will be the week commencing 6th April 2026 and 17th August 2026. We are also closed between Christmas and New Year and close at 3pm Christmas Eve.

A late collection fee of £15 will be charged for each part or full 15mins, this includes lunch time pickup. We cannot provide refunds for absence, illness or holidays and our sessions are not transferable.

For Funded session rates, please see our separate termly fee sheets.

Please note: These fees are applicable from Sept 2024.