

The Priory Witham Academy Early Years Admission Request Form

Preferred Intake: January/April/September 2024/2025/2026 (please circle)

Preferred age that you wish your child to start: _____

SECTION 1. STUDENT'S DETAILS:

Legal Surname _____ Legal Forename _____

Middle Name _____ Known as _____
(Only applicable for CIPC)

Gender: Male/Female

Date of Birth _____ Copy of Birth Certificate/Passport Yes/No

Home Address _____

Post Code _____ Home Telephone No _____

SECTION 2. PARENT/CARER DETAILS (i.e. ANYONE WHO HAS EVERYDAY CARE OF THE CHILD):

Relationship to child _____

Title & Surname _____ Forename _____

Daytime Contact No _____ Mobile No _____

Email _____

SECTION 3. SPECIAL EDUCATION NEEDS:

Does your child currently have a:	Special Education Needs Statement	Yes/No
	EHC	Yes/No

SECTION 4. LOOKED AFTER CHILDREN:

Please indicate if your child is:

Looked After	Yes/No	Subject to Residence	Yes/No
Previously Looked After	Yes/No	Guardianship Order.	Yes/No
Adopted	Yes/No		

SECTION 5. MEDICAL INFORMATION:

Please advise of any medical condition(s) your child has

Are you applying for a place on medical grounds? If so, do you wish to submit medical evidence? Yes/ No

Name of medical professional providing evidence

SECTION 6. BROTHERS/SISTERS ALREADY ATTENDING THE WITHAM ACADEMY:

Name(s) and DOB(s) (dd/mm/yyyy) (youngest to oldest)

SECTION 7. Children of a Member of Staff of The Priory Witham Academy

Have you been employed by The Priory Witham Academy for 2 or more years at the time of application? Yes/No

SECTION 8.

Requirements of Funded hours (please tick options available)					
Option A Standard offer (delivery over 38 weeks per year) Up to 15 hours a week (this is for Universal 3 year funding & 2 year funding)					
Option B Standard offer (delivery over 38 weeks per year) Up to 30 hours a week (this includes the additional 15 hours of funding depending on entitlement)					
Option C Stretched offer (delivery over 47.5 weeks per year) Up to 12 hours a week (this is for the Universal 3 year funding and 2 year funding)					
Option D Stretched offer (delivery over 47.5 weeks per year) Up to 24 hours a week (this includes the additional 15 hours of funding dependent upon entitlement)					
Hours Required (please circle selections)					
Option 1 8.50am – 3.00pm (funded session)	Mon	Tue	Wed	Thu	Fri
Option 2 8.50am – 3.00pm (paid session 2yr £43 and 3yr £35.50)	Mon	Tue	Wed	Thu	Fri
Option 3 Wednesday (paid session 2yr £21.50 and 3yr £18.00) morning (8.50am - 11.45am) or afternoon (12.00pm - 3.00pm)	AM	PM			

If a hot lunch is required for your child, it can be ordered in advance from Primary Reception and is charged at £2.30 per day.

Funded sessions can be used in the following ways:

12 hours over 47.5 weeks

2 x full days; Monday & Tuesday or Thursday & Friday (Option C)

24 hours over 47.5 weeks

4 full days Monday, Tuesday, Thursday and Friday (Option D)

15 hours over 38 weeks

2 full funded days Monday, Tuesday plus Wednesday morning (8.50am - 11.45am) or Thursday and Friday plus Wednesday afternoon (12.00pm - 3.00pm) (Option A)

30 hours

5 full funded days Monday to Friday inclusive (Option B)

Parent/ Carer (Signed) _____ Date: _____

Parent/ Carer (Print Name) _____