

The Priory Witham Academy Early Years Admission Request Form

Preferred Intake: January/April/September 2025 /2026/2027 (circle)

Preferred age that you wish your child to start _____

SECTION 1. CHILD'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	Residence Order	Yes/No
Previously Looked After	Yes/No	Special 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

Requirements of Funded hours <i>(please tick options available)</i>	
<p>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)</p> <p>Our offer is 2x full days Monday, Tuesday and Wednesday mornings. Or Wednesday afternoon, and full days Thursday & Friday.</p>	
<p>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)</p> <p>Our offer is 5 full days Monday to Friday.</p>	
<p>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)</p> <p>Our offer is 2 x full days; Monday & Tuesday or Thursday & Friday</p>	
<p>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)</p> <p>Our offer is 4 full days Monday, Tuesday, Thursday and Friday</p>	
Hours Required <i>(please circle selections)</i>	
Option 1 8.50am – 3.00pm (funded session)	Mon Tue Wed Thu Fri
Option 2 8.50am – 3.00pm (Paid session 2yr £46.00 and 3yr £38.00)	Mon Tue Wed Thu Fri
Option 3 Wednesday morning (8.50am - 11.45am) or afternoon (12.00pm - 3.00pm) (Paid session 2yr £24.00 and 3yr £19.00)	AM PM

If a hot lunch is required for your child, it can be ordered in advance on our ParentPay portal and is charged at £2.50 per day.

Parent/ Carer (Signed) _____ Date: _____

Parent/ Carer (Print Name) _____