Session Request Form

Child’s Name ……………………………………………………………………………………………………………………

Evergreen Nursery is open Monday to Friday 7:45am – 6:00 pm. We are open all year, with the exception of one week at Christmas and Easter, statutory bank holidays and PD Days – see calendar on www.abbotsgreenacademy.co.uk for specific dates.

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

**Minimum of 3 sessions per week**

|  |  |  |
| --- | --- | --- |
| **Sessions** | **2 Year Olds**  When government funding is **not** being claimed | **3 and 4 Year Olds**  When government funding is **not** being claimed |
| **Full Time**  7.45am – 6pm  5 full days per week (includes all meals) | Please Tick | Please Tick |
| **Full Day**  7.45am – 6pm  (Includes all meals) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Morning Session**  7.45am – 11.30am  (Includes breakfast and snack) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Morning Session**  8.30am – 11.30am  (Includes snack) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Afternoon Session**  11.30am – 2.30pm  (Includes cooked lunch) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Afternoon Session**  2.30pm – 6pm  (includes snack and light tea) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **School Day**  8.30am – 2.30pm  (includes snack and cooked lunch) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Additional Session**  7.45am – 8.30am (includes breakfast) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Additional Session**  2.30pm – 3.30 pm | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Sessions** | 2 Year Old (when some or all government funding is being claimed) | 3 and 4 Year Olds (when some or all government funding is being claimed) |
| **Full Day**  7.45am – 6pm  (Includes all snacks and meals) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Morning Session**  7.45am to 11.30am | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Morning Session**  8.30am-11.30am  (Includes snack) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Afternoon** Session  11.30am-2.30pm  (Includes lunch) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Afternoon** Session  11.30-6pm  (Includes lunch and snack) | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **School Day**  8.30am to 2.30pm | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |
| **Additional Session**  2.30pm-3.30pm | Mon Tues Wed Thurs Fri | Mon Tues Wed Thurs Fri |

At Evergreen we are able to offer 2 types of weeks per year option, 38 weeks being term time only and all year round with the exception of one week at Christmas and Easter, statutory bank holidays and PD Days.

Please tick the box below for your preferred provision option:

38 Weeks (Term Time Only)

All Year Round

As per our terms and conditions we only make changes to hours at the start of each new term, requiring a half terms notice to request for changes. Outside of this, changes may only be made at the discretion of the Head Teacher and/or Early Years Lead.

I confirm that I have read and accept the terms and conditions.

Signed…………………………………………………………………………………….

Dated……………………………………………………………………………………..