



Liden Academy
GROWTH THROUGH EXCELLENCE
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Welcome to Liden Academy.

Thank you for considering Liden Academy Nursery and Pre-School as your choice of Early Years education for your child.

Please complete the following forms to apply for a nursery/pre-school place at Liden Academy Nursery & Pre-school

Forms contained in this Nursery/Pre-School Applications pack

NURSERY & PRE-SCHOOL PROSPECTUS
LIDEN ACADEMY NURSERY & PRE-SCHOOL ADMISSION FORM
NURSERY & PRE-SCHOOL INDUCTION PACK
DATA COLLECTION FORM FOR LIDEN ACADEMY
NOMINATED ADULT FORM

Please note: Should a nursery/pre-school place be allocated to your child, this does not automatically entitle your child to a school place in Liden Academy ie reception class. Application will need to be made online to Swindon Borough Council : www.swindon.gov.uk/info/20071/school_places_and_admission

Please complete all relevant areas in full. It is important that both mobile numbers and email addresses are provided for those with Parental responsibilities as these are our methods of communication with parents/guardians.

It is also important that NI and date of birth information is provided by parents in order for us to complete any funding checks, as indicated on the form. This will also help us with funding once your child moves through the nursery (Universal 15 hours per week is allocated to all children the term following their 3rd birthday).

For Parents/Guardians with Government early years funding, please ensure that you let us know on the forms if your child is going to continue to attend other early years childcare provision where you will also be claiming Government funding. It is ok to split funding across different settings, however, we must ensure that your entitlement is not exceeded between them ie if claiming 9 at another setting and your are funded for 15 hours a week in total, then you will only be able to claim 6 hours at Liden Academy.

Please return all forms to the school office, with your child's birth certificate to complete your application.

Applications will be date stamped upon receipt, and will be held until the half term preceding your requested start date – enrolments commence at the beginning of each nursery term ie January (Spring Term), April (Summer Term) and September (Autumn Term). These terms are in line with Swindon Borough Council's funding terms. You will then be contacted to confirm your requirements following which you will be invited to a meeting, accompanied by your child, with the Nursery Room Leader(s). The meeting is a chance for both yourself and your child to be introduced to the setting and for the Room Leader to get to know your child and their needs (the forms you will have submitted ie All About Me, will assist Room Leaders with this). At the conclusion of the meeting, the Room Leader may have further enquiries to make, or will be in a position to offer your child a nursery/pre-school place. If funded, you will be given a pre-completed document (SBC Parental Declaration) and you will be asked to check the details and sign to agree the contents. This is your authorisation for Liden Academy to claim funding from the Government on your behalf.

Should you like your child to receive free milk whilst attending nursery, this can be claimed through the Cool Milk website (www.coolmilk.com/parents).

Please be aware that we do not have parking facilities on the school grounds for drop-off or collection of children to and from their nursery sessions. Should you need to collect your child during session hours eg to attend an appointment or if they need collecting as they are unwell, you may drive into the grounds to collect them, providing it is not near the usual nursery/school start or finishing times.

We look forward to meeting with you and wish you well in your application into Liden Academy Nursery and Pre-School. Should you have any further queries, please read the enclosed information, or contact the school office.