

Official use only:

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## Newbury House Preschool



Newbury House Family Centre CLG,  
Old Youghal Road, Mayfield, Cork  
021-4507999

Website: [www.newburyhouse.ie](http://www.newburyhouse.ie)

Email: [admin@newburyhouse.ie](mailto:admin@newburyhouse.ie)

### Application Form

Child's First Name: \_\_\_\_\_ Child's Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ 2 ½ - school age only (Separate application for crèche)

Childs Allergies, Medical Conditions or Special notes: \_\_\_\_\_

\_\_\_\_\_

Other issues which staff should be made aware of such as speech, vision or hearing difficulties?

\_\_\_\_\_

\_\_\_\_\_

Name of Parents/ Guardians/ Carers: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_

Email: \_\_\_\_\_

(Please Print Clearly as this will be used for correspondence)

**N.B. It is vital that you keep us up to date with any changes in this information particularly phone numbers.**

#### **PLEASE SELECT REQUIRED SESSION:**

<b>Day</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
ECCE <b>Free</b> Preschool 9am – 12pm					
Subsidised Childcare 9am – 1pm					
9-4pm					
Full Day Subsidised 9-00-5:00pm					
ECCE <b>Free</b> Preschool <b>1-4pm</b>					
Subsidised Childcare <b>1-5pm</b>					

**Please circle the year you require    2022-2023    2023-2024    2024-2025**

# Newbury House Preschool



## Terms and Conditions

### *Preschool Part-time*

- Children must be at least 2 years and six months in the September when starting with Newbury House Preschool.
- All children must be toilet trained
- All *morning* children must attend for the whole 5 days.
- Children may lose their place if attendance is not in accordance with this ECCE regulation.
- Childcare subsidy is available under the National Childcare ([www.ncs.gov.ie](http://www.ncs.gov.ie)). It is worth checking as the subsidy is calculated on individual family circumstances.
- All payment must be lodged in advance, on the first day of each week. Payment methods: Cash in Newbury Office/bank transfer to childcare service bank account
- Additional hours in the morning and afternoon are available (subject to availability).
- Late collections may result in additional charges.
- Deposits will be returned once your child has been accepted into the ECCE & NCS Schemes. Deposits are not returned for any other reason i.e.: cancellation of place.
- If you suspect your child will require additional help in the classroom, let us know on application.
- Places will be confirmed in the Spring before starting in September, via email or post.
- To tell the story of Christmas, our Christmas shows may include a nativity. We also celebrate other major holidays, while continuing to practice as a non-denominational school.
- As we provide a selection of healthy snacks throughout the day, please make us aware of any medical conditions, allergies or dietary requirements on application.
- Emails and Whatsapp are used for various types of communications.

### *Additional Information for Full Day*

- A hot dinner is provided for all children who stay after 12pm.
- Full day children can avail of the full 9-5pm opening hours. Please mark the table required.
- We close for 2 weeks at Christmas, all Bank Holidays, Good Friday and all of August etc. See calendar for list of all closures.

As you will appreciate, we operate a waiting list system and will let parents/ guardians/ carers know as soon as a place becomes available.

Parents Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

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