



Milton Mount use only

Date application received:

Start date requested:

Space confirmed:

Please note: the completion of this form does not guarantee a place for your child. Once your child is offered a place and you accept it, on admission further personal information and family details are required for our records; a member of management will need to see your child's birth certificate and note the number. If you find that you no longer need the place, please inform us as soon as possible. Should you decide you no longer need the place we will not retain the details on this application form (see our privacy notice).

## Personal details

First name(s) of child: \_\_\_\_\_

Surname of child: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Full address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Post code: \_\_\_\_\_

## Parent/carer (1)

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

Relationship to child: \_\_\_\_\_

Full address (if different to child): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Post code: \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

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

## Parent/carer (2)

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

Relationship to child: \_\_\_\_\_

Full address (if different to child): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Post code: \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

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

## Key person

We like to try and match a key person to each child before they come for their first settle in session. The following questions are optional, however the information you share here will help us to decide which key person to assign to your family, based on their professional passions and additional training. After your child has settled in, they will also be assigned a buddy key person. The key people are who will complete your child's learning journal, development checks and be your point of contact for any discussions you wish to have about your child's time here. Please fill out the answers to your best ability.

Please tick the appropriate box.	I have concerns	Lower than expected	As expected	Advanced
Speech				
Communication				
Physical abilities				
Social interactions				
Expressing Emotions				
Behaviours				

Would you like to expand on any of the above answers? \_\_\_\_\_

## Application to join Milton Mount Playgroup

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Is there any further information you would like to share that could help us  
your child to the right key person (Example: previous key person at this setting for sibling)?

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Is your child being supported by a professional outside of the  
family? (Please give details) \_\_\_\_\_

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### Session request

Please note we require a minimum of two sessions on different days.

Day	08:30-11:30	09:00-14:00	08:30-14:30	11:30-14:30
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				

Requested start date: \_\_\_\_\_

Are you eligible for 2 year old funding (15 hours) YES / NO

Would you like to use your 3 year old funding place (15 hours) YES / NO

Are you eligible for extended 3 year old funding (additional 15 hours) YES / NO

Signed parent/carer (1): \_\_\_\_\_ Date: \_\_\_\_\_

Signed parent/carer (2): \_\_\_\_\_ Date: \_\_\_\_\_

Please be advised that this application form does not guarantee your space.  
We will be in contact as soon as a space becomes available, or closer to your requested start date.

**Where to find us**

Milton Mount Playgroup  
Milton Mount Hall  
Milton Mount Avenue  
Poundhill, Crawley  
RH10 3DY



**How to contact us**

Email  
[lindseyb.mmp@gmail.com](mailto:lindseyb.mmp@gmail.com)  
Phone  
01293 884312  
Visit our website  
[www.miltonmountplaygroup.com](http://www.miltonmountplaygroup.com)

**Welcome to**

**Milton Mount Playgroup!**

We are a registered Charity,  
run by a Committee of volunteers,  
and our staff team consists of  
The Manager, The Deputy  
Manager, 3 Early Years Educators  
and 2 Playgroup Assistants.

We offer 4 different sessions, as  
follows:

08.30 - 11.30 (£18)  
11.30 - 14.30 (£18)  
09.00 - 14.00 (£30)  
08.30 - 14.30 (£36)

**What do I need to  
pack in my child's bag?**

**Spare clothes**  
(including socks and shoes)

**Nappies, wipes  
and nappy sacks**

(if your child is in nappies)

**Clothing accessories suitable  
to the weather, e.g hats,  
gloves, waterproofs in the  
colder weather, sun hats and  
sun cream in the summer time.**

**A healthy packed lunch if your  
child is due in all day, or doing  
and afternoon session.**

**Please ensure all your child's  
belongings are clearly labelled  
with their name.**

We accept 2 year funding, 15  
hours free entitlement funding,  
and 30 hours extended  
free entitlement.

**What does our day consist of?**

We are a free-flow setting, the children are able  
to choose where they would like to play  
throughout the day. The Garden Area is open to  
the children all day, in all weathers so please  
ensure appropriate clothing is packed. Our  
resources are rotated regularly and there is a  
photo toy book the children can access to help  
them to choose something to play with.

We have snack times in the morning and in the  
afternoon. Snacks consist of a variety of fruit and  
vegetables, or toast, cereals, crackers or  
breadsticks. There is also a choice of  
milk or water to drink.

There are many Arts and Crafts activities for the  
children to access independently.

In the Summer Term, we offer additional activities  
for children leaving to go up to School to support  
them and encourage School Readiness and  
independence.

**We encourage Half - Termly Voluntary**

**contributions** of £1 per week, which goes  
towards buying healthy snacks for the children to  
enjoy during their time at Playgroup.

We also have changing additional requests each  
half term to meet our needs in the setting.

**If you would like your child to join us,**  
please return the Application Form  
as soon as possible.

**Please note**

Once the Application Form has been handed in, it  
does not guarantee your child's place.

It will add them onto the waiting list,  
and we will contact you with an offer of a space  
as and when it becomes available  
or closer to your requested start date.