



Stepping Stones Provisional Registration Form

PLAYGROUP/PRESCHOOL/AND OUT OF SCHOOL CLUBS

Springfield Way, Brackley NN13 6JJ

Tel: 01280 706553

www.steppingstonespreschool.org.uk

STRICTLY FOR OFFICE USE:

Date Received:	
Registration Fee Received:	
Confirmation of Registration Sent:	
Confirmation of Offer Sent:	

Please remember to enclose your registration fee in with your registration form. Cheques made payable to Stepping Stones Pre-School.





All About Us

We offer flexible wrap around childcare for 2 years old to 11 years old, Monday to Friday 7.45am until 6.00pm term time only, and 8.00am to 6.00pm during the school holidays, with the exception of one week closure over the Christmas period. This is delivered by sessions in term time and holiday sessions out of term time to give parents flexibility and choice all year round. Sessions include Breakfast Club, Playgroup and Pre-school (Stepping Stones & Bracken Leas) and Late Extended Provision/Afterschool.

Breakfast Session/Club

Our Breakfast Session/Club opens at 7.45 am during term time and 8.00pm during holiday sessions. Children will be given a healthy breakfast before going into our Pre-School or Playgroup session or joining the short supervised walk through a secured gate adjoining Bracken Leas School.

Playgroup, Rising 3's, Pre-School Red Room & Pre-School Yellow Room

During these sessions we will offer a stimulating and nurturing environment for the children to learn through play. The curriculum is designed to foster the all-round development of each individual child, and supports the Early Years Foundation Stage. Play is a key way in which young children learn with enjoyment and challenge. Young children are naturally curious, at Stepping Stones we encourage the children to explore and find out about the world around them. In our specially designed play areas and large garden the children are given opportunities to make friends, observe, make decisions, predict and investigate the world around them in an age appropriate environment. Fun and learning is vital for young children to develop and progress

Everyone at Stepping Stones strives to achieve the best possible start and outcomes for your child's Pre-school experience.

Support is given via our highly experienced and qualified staff that provides dedicated and supervised monitoring of your child's progress. A key worker is allocated to every child and they have the responsibility to monitor those children to ensure that their needs are being met, thus ensuring that the child meets their full potential.

Late Afternoon Session/Afterschool Club

Our Pre-school and Playgroup children can also stay on site at Stepping Stones and join our late afternoon session 3pm-6pm. If children attend our Pre-school (Yellow Room) at Bracken Leas they can use the extended provision staying until 5pm.

Bracken Leas Parents can choose from two Afterschool options.

1. Afterschool Club – this is run on site at Stepping Stones, the children are collected from the hall at Bracken Leas and supervised on a very short walk to Stepping Stones via our secure gate. Dinner is provided for the children and this session closes at 6pm.
2. Extended Provision – this is run on site at Bracken Leas, the children are collected from the hall and walked along to the yellow room by Stepping Stones staff. A light snack is provided for the children and the session closes at 5pm.

The children are offered a wide range of activities including the option of completing homework. Playing is an important aspect of learning and we always have craft activities and sport equipment available.

Registration Fee

We charge a £20 registration fee for Breakfast/Afterschool registration, Playgroup registration and Preschool registration, unless you will only be accessing your free entitlement sessions where no administration fee is required. Cheques should be made payable to Stepping Stones and attached to your registration form on submission.



STEPPING STONES PROVISIONAL REGISTRATION FORM

CHILD'S DETAILS

Surname (family name)		First Name	
Known as		Male / Female	
Address		D.O.B	
Place in Family e.g. only child		Child's First Language	
Is there anything you would like us to know about your child			

PARENT/GUARDIAN DETAILS

Parent/Guardian 1			
Surname (family name)		First Name	
Relationship to Child		Home Telephone No.	
Address		Personal Mobile No.	
Email Address			
Does the parent have parental responsibility?	Yes/No	Does the child live at this address?	Yes/No

Parent/Guardian 2			
Surname (family name)		First Name	
Relationship to Child		Home Telephone No.	
Address		Personal Mobile No.	
Email Address			
Does the parent have parental responsibility?	Yes/No	Does the child live at this address?	Yes/No



Please indicate your preferences for sessions using the table below – these will be allocated strictly on availability and will be confirmed to you in line with our Admissions Policy.

Preferred Start Date

Sessions	Times	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast Session	7.45am to 8.45am or 9.00 am for children staying to the next session					
Morning Playgroup / Pre-School Session	9.00am to 12.00 pm					
Afternoon Playgroup / Pre- School Session	12.00 pm to 3.00 pm					
Late Afternoon Session (Stepping Stones)	3.00 pm to 6.00 pm					
Late Afternoon Session (Bracken Leas)	3.00 pm to 5.00pm					

Please note Holiday Club sessions are booked separately using our holiday club booking sheet and registration form. If children are registered with Stepping Stones through play group and pre-school they won't need to fill in another registration form.

In accordance with GDPR this provisional registration form will be kept locked in our office. If your child enrolls with Stepping Stones this form will be placed in their file, if they do not enrol this form will be shredded.

Please visit our website to read our Privacy policy and other relevant documents.