



Wentwood House Day Nursery  
 Stockton Avenue  
 Fleet  
 Hampshire  
 GU51 4NP  
 01252 622188

## REQUEST FOR CHANGE OF SESSIONS

|                         |  |
|-------------------------|--|
| Childs Name:            |  |
| Parents / Carer Name:   |  |
| Childs DOB:             |  |
| Email for Confirmation: |  |

### Current Sessions Attended:

|           | Mon | Tue | Wed | Thu | Fri |
|-----------|-----|-----|-----|-----|-----|
| Full Day  |     |     |     |     |     |
| Morning   |     |     |     |     |     |
| Afternoon |     |     |     |     |     |
|           |     |     |     |     |     |

**If School Day sessions (09h00 to 15h00, 09h00 to 12h00, 12h00 to 15h00, 15h00 to 18h00) Please write in bottom box. School Day sessions for Pre-School only.**

### New Sessions Requested:

|           | Mon | Tue | Wed | Thu | Fri |
|-----------|-----|-----|-----|-----|-----|
| Full Day  |     |     |     |     |     |
| Morning   |     |     |     |     |     |
| Afternoon |     |     |     |     |     |
|           |     |     |     |     |     |

**If School Day sessions (09h00 to 15h00, 09h00 to 12h00, 12h00 to 15h00, 15h00 to 18h00) Please write in bottom box. School Day sessions for Pre-School only.**

### Reason for Change of Sessions Request:

### Date Change Requested From:

I would like the session change to be effective from:

Parent / Carer Signature:

Date:



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**THIS PAGE TO BE COMPLETED FOR PRE-SCHOOL AND 2 TO 3 ROOM CHILDREN ONLY**

**Please answer all questions – if “No” to the first question of each session go to next section**

**2 Year Old Funding:**

- Do you currently receive 2 Year Old funding at Wentwood House: Yes\_\_\_\_\_ No\_\_\_\_\_
 

If “Yes” for Q1 please state your Refence Number: \_\_\_\_\_
- Do you split your 2YO funding with another setting: Yes\_\_\_\_\_ No\_\_\_\_\_
 

If “Yes” to Q2 please state the name of the other setting and indicate the split of your funding between the settings:

Wentwood House\_\_\_\_\_ Hours per week. \_\_\_\_\_ Hours per week

**3 Year Old Funding:**

- Do you currently receive 3 Year Old funding at Wentwood House: Yes\_\_\_\_\_ No\_\_\_\_\_
- Do you split your 3YO funding with another setting: Yes\_\_\_\_\_ No\_\_\_\_\_
 

If “Yes” to Q4 please state the name of the other setting and indicate the split of your funding between the settings:

Wentwood House\_\_\_\_\_ Hours per week. \_\_\_\_\_ Hours per week

**Extended 3 YO Funding:**

- Are you eligible for Extended Funding to use at Wentwood House: Yes\_\_\_\_\_ No\_\_\_\_\_
 

If “Yes” to Q5 please state your Eligibility Code: \_\_\_\_\_
- Do you split your Extended Funding with another setting: Yes\_\_\_\_\_ No\_\_\_\_\_
 

If “Yes” to Q6 please state the name of the other setting and indicate the split of your funding between the settings:

Wentwood House\_\_\_\_\_ Hours per week. \_\_\_\_\_ Hours per week

| For Wentwood House Day Nursery Use Only ( Director Signature Required) |  |       |
|--|--|-------|
| Approved:  |  | Date: |
| Declined:  |  | Date: |