

Please complete this application form and return to:-

Step by Step Nursery, Fairview Street,
Danestone, Aberdeen, AB22 8ZP

Email: sbys100@stepbystepaberdeen.co.uk

Web: www.stepbystepaberdeen.co.uk

Full Name of Child:					Child's Date of Birth: [dd/mm/yyyy]
Address:					Postcode:
Home Telephone Number:			Home Email Address:		
Parent's Name (1):		Daytime Contact Address:		Daytime Number:	
		Work Email Address:		Mobile:	
Parent's Name (2):		Daytime Contact Address:		Daytime Number:	
		Work Email Address:		Mobile:	
Nursery Sessions Required (Please tick as appropriate)				Actual or Approximate Starting Date Required: [dd/mm/yyyy]	
Please note: Minimum Attendance – 2 half days or one full day per week				Staff will add your details to our waiting list and contact you should we have availability to offer.	
Req. Sessions	Morning	Lunch	Afternoon	Full Day	If the sessions that you have selected are not available, would you like to be notified of alternative availability? YES NO
Monday					
Tuesday					Please give details:
Wednesday					Please indicate how you heard of Step by Step:
Thursday					
Friday					
Parents Signature:					Date: [dd/mm/yyyy]

General Data Protection Regulations

The nursery will securely manage and retain the personal data supplied by you on both computer and paper files for a period of 1 year 6 months. After this time if you have not secured a place or should you no longer require childcare we will delete or destroy your information safely.

For Office Use Only

Application acknowledged:

GDPR review date:

Confirmed and deposit paid:

Actual starting date:

Visits arranged: