

Midlothian Council Education, Communities and Economy

Application for Early Learning and Childcare



OFFICE USE ONLY

Proof of Age	Birth Certificate	Birth Certificate No
	or Passport	Passport No

Proof of Address	Council Tax Notice or Child Benefit Letter or Utility Bill
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Previous ELC setting (if applicable)	
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Please complete ALL areas using block capitals

Child's details

Forenames		Known as	
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Surname		Date of Birth	
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Gender			
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Address	

Post code		Home Telephone	
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Your child may be placed on the waiting list of a maximum of 3 Midlothian Council Early Learning and Childcare settings

ELC setting Requested	1.
	2.
	3.

Siblings – please enter details of siblings already attending pre-school education or primary school

Siblings already attending an ELC /school	1.
	2.
	3.

Family details

Parent/carer (*main contact*)

Title		Forename	
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Surname		Gender	
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Address	

Post Code		Home Phone Number	
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Daytime Phone Number		Mobile Phone Number	
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E-mail address			
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Relationship to child		Authorised to collect	Yes No
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Contact 2 (Parent/Carer 2 or other contact)

Title		Forename	
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Surname		Gender	
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Address	

Post Code		Home Phone Number	
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Daytime Phone Number		Mobile Phone Number	
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Relationship to child		Authorised to collect	Yes No
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Medical details

Medical Condition. Please include any long term illness, medical condition or disability	
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Medication/Action	
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Disability	Please circle Yes No	If Yes, Is any professional assessment available	Please circle Yes No
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Health Board		Practice	
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Concerns <i>Please give details of any concerns you have about your child's health/progress</i>	
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Ethnic origin Please tick one category			
White Scottish	<input type="checkbox"/>	Asian Indian	<input type="checkbox"/>
White Other British	<input type="checkbox"/>	Asian Pakistani	<input type="checkbox"/>
White Irish	<input type="checkbox"/>	Asian Bangladeshi	<input type="checkbox"/>
White Gypsy/Traveller	<input type="checkbox"/>	Asian Chinese	<input type="checkbox"/>
White Polish	<input type="checkbox"/>	Asian Other	<input type="checkbox"/>
White Other	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>
African	<input type="checkbox"/>	Arab	<input type="checkbox"/>
Other	<input type="checkbox"/>	Mixed	<input type="checkbox"/>
Not Known	<input type="checkbox"/>	Not Disclosed	<input type="checkbox"/>
If you have ticked one of the 'Other' boxes for any of the above ethnic origins, please enter the specific ethnic origin here:			

Religion
(Please select from list on Page 6)

Religion	
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National identity

Please tick the **one** category which best describes your National Identity

Scottish	<input type="checkbox"/>	Welsh	<input type="checkbox"/>
English	<input type="checkbox"/>	British	<input type="checkbox"/>
Northern Irish	<input type="checkbox"/>	Other	<input type="checkbox"/>
Irish	<input type="checkbox"/>	Not Disclosed	<input type="checkbox"/>
If you have ticked one of the 'Other' boxes for any of the above ethnic origins, please enter the specific ethnic origin here:			

Asylum status

Asylum seeker or refugee?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Main home language and additional languages

(Please select from list on Page 6)

Main home language	
Additional languages	

Additional Information

Please circle your preferred option for attendance. Please note that your preferred option cannot be guaranteed.

Attendance	AM or PM or FLEXIBLE
<i>Please provide any additional information in support of your application, include information to support a preference for a morning or afternoon placement</i>	

Intended Primary school	
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Please note that a place in Primary 1 at the intended primary school is not guaranteed.

I declare the information on this form to be correct to the best of my knowledge

Signed(Parent/Carer) **Date**

Please ensure ALL areas are completed and you have signed the form to confirm its contents.

- Return this form in person to your first choice nursery.
- Bring your child’s birth certificate or passport
- Bring proof of your address with you when you return this form. Acceptable proof of address is your Council Tax Notice, Child Benefit letter or a Utility Bill (gas, electricity or landline telephone).

PLEASE DO NOT RETURN THIS FORM BY POST

Languages

Not known/not disclosed	English	Loma	Sourashtra
Afrikaans	Estonian	Luganda	Spanish
Albanian	Faroese	Luxembouish	Swahili/Kiswahili
Algerian	Farsi/Iranian/Persian	Malay/Bahasa	Swedish
Akan/Twi (Ghana)	Finnish	Malaysia	Tagalog/Filipino
Amharic	Flemish	Malagasy	Tamil
Arabic	French	Malayalam	Telugu
Armenian	Gaelic (Irish)	Maltese	Thai
Balinese	Gaelic (Scottish)	Marathi	Turkish
Bantu	Georgian	Mirpuri	Turkmani
Basque	German	Moldavian	Ukrainian
Belorussian	Greek	Mongolian	Urdu
Bemba	Gujerati	Ndbele	Urhobo
Bengali/Bangli/Bangala	Hakka	Nepalese	Vietnamese
Berber	Hausa	Norwegian	Walloon
Bosnian	Hebrew	Nyanja/Chichewa/Chewa	Welsh
Breton	Hindi	hewa	Wolof
Bulgarian	Hungarian/Magyar	Pashto/Afghani	Xhosa
Burmese	Icelandic	Polish	Yoruba
Cantonese	Ibo/Igbo	Portuguese	Zulu
Catalan	Indonesian/Bahasa	Punjabi	
Cebuano/Visayan	Indonesia	Romanian	
Chechen	Italian	Romany	
Chinese (Modern Standard/Mandarin)	Japanese	Russian	
Croatian	Kannada	Scots	
Creole	Kashmiri	Serbian	
Czech	Khmer	Setswana	
Danish	Konkani	Shona	
Dari	Korean	Sign Language	
Dutch	Kurdish	Sinhalese	
Edo/Bini	Latvian	Slovak	
	Lithuanian	Slovene	
		Somali	

Religions

Buddhist	Sikh
Christian	None
Hindu	Not Disclosed
Jewish	Not Known
Muslim	Other
Roman Catholic	

Child's Details

Name		Date of Birth	
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Data Protection

Midlothian Council will store and use the information about you (and anyone else) which you provide on this form and in any supporting correspondence or documents which you send or give to us ("your information") strictly in accordance with the Data Protection Act 2018.

Midlothian Council will:

- use your information for the specific purpose of processing applications for pre-school enrolment and, if otherwise, then only to the extent necessary for carrying out any of our statutory functions as a local authority (the "**Permitted Purpose**");
- pass your information to those of our departments that need to know it for the permitted purpose. This means that although you send or give this form to one department of the Council, some or all of your information may be passed on to other departments of the Council; and
- pass your information to other organisations outside the Council, if and to the extent that we require to do so for the permitted purpose. These other organisations include anyone providing services to the Council in connection with the permitted purpose, and any other organisation with which the Council is required to work or cooperate in connection with the permitted purpose. Where appropriate these other organisations are named elsewhere on this form.
- Unless required or permitted to do so by law, Midlothian Council will not use or disclose your information for any purpose or to any organisation other than those described here, without telling you first.
- Retain this form for the duration of primary education.

You can find more information on the Data Protection Act and the rights which you have under that Act on the [web site of the Office of the Information Commissioner](#).

If you would like to know how Midlothian Council collects, uses and shares your personal information, please visit our website www.midlothian.gov.uk to access our online Privacy Notice.

Your child's details will be passed to NHS Lothian for vision testing, immunisation, dental and pre-school checks.

Please tick here if parent or carer is a member or ex-member of the Armed Forces.	
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Please tick here if you do not wish your child's details to be passed to NHS Lothian.	
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Signed	Date
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(Parent/Carer)

Eligibility start dates

The statutory entitlement to funding is described in the table:

Where a child's birthday falls on or between these dates:	The child will become eligible from the school terms below:
1 March – 31 August	August (autumn) term
1 September – 31 December	January (winter) term
1 January – 28 February	March/April (summer) term

We recognise that it would be good for children to start sooner than the legislative entitlement. Therefore Midlothian children may start one month and 1 day after their third birthday in **September, October, January and February**, where we have capacity.

For all other months, the eligibility start date will be in line with the statutory entitlement. Each setting is expected to plan an effective settling in programme to meet the needs of individual children and families and to ensure seamless transitions. When confirming the start date with a family, the setting should also take school holidays into account, as it would not be good practice to start an early learning and childcare place immediately before a holiday.

When children can start their early learning and childcare place in Midlothian:

Child turns 3	When can child start?
August	August (start of autumn term)
September	October (one month and one day after 3 rd birthday)
October	November (one month and one day after 3 rd birthday)
November	January (start of winter term)
December	January (start of winter term)
January	February ((one month and one day after 3 rd birthday)
February	March (one month and one day after 3 rd birthday)
March	August (start of autumn term)
April	August (start of autumn term)
May	August (start of autumn term)
June	August (start of autumn term)
July	August (start of autumn term)

Local Authority ELC Settings

Mayfield Nursery School, Mayfield	0131 271 4720
Mount Esk Nursery School, Bonnyrigg	0131 271 4725
Vogrie Outdoor Early Learning and Childcare, Gorebridge	01875 821986

Primary Schools with ELC Classes

Bilston Primary School, Bilston	0131 444 9021
Bonnyrigg Primary School, Bonnyrigg	0131 271 4570
Burnbrae Primary School, Bonnyrigg	0131 271 4605
Cornbank St James Primary School, Penicuik	0131 271 4575
Cuiken Primary School, Penicuik	0131 271 4580
Danderhall Primary School, Danderhall	0131 271 4585
Gorebridge Primary School, Gorebridge	0131 271 4595
King's Park Primary School, Dalkeith	0131 271 4610
Lasswade Primary School, Bonnyrigg	0131 271 4615
Lawfield Primary School, Mayfield	0131 271 4620
Loanhead Primary School, Loanhead	0131 271 4625
Mauricewood Primary School, Penicuik	0131 271 4630
Moorfoot Primary School, North Middleton	0131 271 4640
Newtongrange Primary School, Newtongrange	0131 271 4645
Paradykes Primary School, Loanhead	0131 271 4650
Rosewell Primary School, Rosewell	0131 271 4655
Roslin, Roslin and Bilston Annexe, Bilston	0131 271 4660
Sacred Heart Primary School, Bilston	0131 271 4665
St Andrew's Primary School, Gorebridge	0131 271 4670
St Mary's Primary School, Bonnyrigg	0131 271 4690
St David's Primary School, Dalkeith	0131 271 4675
Stobhill Primary School, Gorebridge	0131 271 4700
Strathesk Primary School, Penicuik	0131 271 4705
Tynewater Primary School, Pathhead	0131 271 4710
Woodburn Primary School, Dalkeith	0131 271 4715

Partnership Centres

Acrewood Nursery, Bilston	0131 445 2841
Arcadia@Easter Bush Nursery, Roslin	0131 650 8855
Chapter One, Shawfair, Dalkeith	0131 654 0186
Chapter One Childcare Dalkeith Country Park	0845 177 1008
Clover Country Nursery, Pathhead	01875 833375
Cranston Country Nursery, Edgehead	01875 321370
Happy Days Nursery, Dalkeith	0131 663 4280
Happy Days Nursery, Eskbank	0131 660 4567
Happy Days, Hardengreen, Dalkeith	0131 660 0168
Hawthorn Children and Families Centre, Mayfield	0131 271 3116
LASC Community Nursery Loanhead	0131 440 3169
Little Hawthorn Nursery, Bonnyrigg	0131 261 6260
Little Hawthorn Nursery, Loanhead	0131 440 3057
Milton Bridge Nursery, Penicuik	01968 679285
Newbattle Community Nursery, Newtongrange	0131 663 6055
Newbyres Nursery, Gorebridge	01875 898060
Pinocchio's Children's Nursery, Eskbank	0131 654 0070
Pinocchio's Children's Nursery, Lasswade	0131 654 2914
Pinocchio's Children's Nursery, Penicuik	01968 679007
Scallywags Nursery, Loanhead	0131 440 2004
Start Bright Nursery, Bonnyrigg	0131 629 1060
Temple Nursery and Playgroup, Temple	01875 830560
The Crescent Playgroup, Dalkeith	0131 6605871
Wizkidz Nursery, Newtongrange	0131 660 0077