



Headteacher  
Mr Justin Dachtler

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Dear Parents,

Thank you for your enquiry regarding a place for your child/children at St Teresa's School Nursery. We enclose our Nursery Entry Procedure Information sheet, including information on the 30-hour provision requirements, Admissions Policy for 2024/25, Applicants Information Form and Supplementary Information Form.

Please complete the Application and Supplementary Information Form (SIF). If you attend St Teresa's Parish, you can complete the front page of the Supplementary Information Form and we will arrange to get this signed and stamped by Canon Michael. If you do not attend St Teresa's Church, please arrange to take these documents to your own Parish Priest/Minister for signing and stamping. Completing these forms may place your child higher on the waiting list if your child is a baptised Catholic, Christian or Orthodox.

You should then return the completed Applicant's Information Form, together with the original Birth Certificate, Baptism Certificate and your child's Passport if he/she has one, a utility bill less than 3 months old, confirming proof of address, to the school. Please make an appointment with my PA, so that she can take photocopies of your documents. We will then add your child's name to the September 2024 Nursery list.

We would ask you please to note that if you do not have British Residency status, you will need to provide copies of your family passports and visas prior to admission to St Teresa's.

The closing date for Nursery applications for September 2024, is 28 February 2024. Late applications will of course be considered but place offers will be dependent upon availability, following the on-time applications being processed.

Yours sincerely,

Headteacher  
Mr J Dachtler

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"Love proves itself by deeds so how am I to show my love?" St Thérèse of Lisieux

