

Headteacher: **Adele Clark**

Foundry Place, Leeds, LS9 6DA  
Tel: 0113 240 7382



Co-op Academy  
Woodlands

Dear Parent/Carer,

From September 2024, we will be offering 8 places of 30 hours free provision in nursery under the government's 30 hours for working parents' scheme. As the number of places is limited, all applications received by the cut off date of the 17<sup>th</sup> July, will be considered against the criteria and preference outlined on the attached application form.

In order to apply for this, families will need to register for a child care account on this website: <https://www.gov.uk/check-eligible-free-childcare-if-youre-working>

Once you have created an account, you will need to check your eligibility and then apply for free childcare. Once you have applied, you will receive an email within a few days which will include the 16-digit code that the school can use to pay for your child's place.

You'll need to reconfirm your details on the website every three months, or your code will expire.

If you need support to apply for this, please contact the school office.

Yours sincerely,

Miss Goodall & Mrs Gulbahar

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I would like to apply for my child to attend 30 hours

Child's name	
Child's date of birth	
Contact number	
Parent 1: Full Name	
National Insurance number	
Parent 2: Full Name	
National Insurance number	
16-digit Eligibility code	

Further information - Priority of admissions should we have more applications than places.

1. My child is 3 before 1 <sup>st</sup> September 2024.	
2. Working with children's social work services	
3. Final Education Health Care Plan (EHCP) in place	
4. Parent working in education	(name of parent and place of work)
5. Siblings attending Co-op Academy Woodlands	(name of one sibling in school)

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_