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Lubavitch Children's Centre

1 Northfield Road, London, N16 5RL
T. 020 8809 9050 F. 020 8809 9055
www.LubavitchChildrensCentre.com
info@LubavitchChildrensCentre.com

LUBAVITCH
CHILDREN'S CENTRE
For the Child in You

WARNING:

It is an offence to knowingly give false information in order to evade payment of any charge or to reduce the amount of any charge. In your own interests, please take care that complete and correct replies are given.

Date of application.....

Date when you would like placement to start: .....

Name(s) and age(s) of child(ren) under five for whom admission is desired:

Surname	**First name**	**Boy/ girl**	**Date of birth Hebrew and English**

Days/Sessions per week (please tick)					
	Monday	Tuesday	Wednesday	Thursday	Friday
AM (8am – 12:45 pm)					
PM (1:00 pm - 5:45pm)					

Name of applicant in full (parent or guardian)	**Home address**	**Tel no./mobile no./ email address**

Particulars of father

Cohen / Levi / Yisroel

Full Hebrew name.....

Date of Birth.....

Occupation.....

Particulars of mother

Full Hebrew name.....

Date of Birth.....

Maiden name.....

Occupation.....

Particulars of Marriage (please enclose copy of Kesuba)

Date of Marriage.....

Under rabbinical Authority of.....

Particulars of family

Other children	M/F	Date of Birth	School attending
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
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ADDITIONAL REQUIREMENTS: If your child has a disability, allergy or any special needs, please provide details below:

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…….....

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…….....

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…….....

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…….....

Please include a copy of your child's immunisation record.

Which shul / community are you affiliated with? Is there anything you would like us to know about your minhagiem that may affect your child in our setting?

Income band (please tick)		
Band 1 (under £34,000)	**Band 2** (£34,000-£54,000)	**Band 3** (Over £55,000)

If you are offered a place you will be required to provide one of the following proofs of income:

i) Most recent payslips - two monthly or 4 weekly payslips per person or

ii) Copy of accounts showing most recent earnings or accountant's statement if self-employed; and

iii) Most recent tax credit award from HM Revenue and Customs where tax credits is being claimed.

Please note that the Single Funding Formula is already incorporated in the charges for 2, 3 and 4 year olds.

Please state your child's first language

□ English □ Yiddish □ Hebrew □ French □ Other…….

Are there any other languages spoke at home? If Yes which?

……..

Where was the child born?

……..

Where did the mother attend school?

……

Where did the father attend school?

……

Consents:

- We would like to take pictures of the children for use at the centre or in centre publicity. I have no objections to this. Signature.....
- I understand that I should check and if necessary, treat my child for head lice and nits. I have no objections to my child's hair being checked.

  Signature.....
- We like to take the children on local walks, to shops, parks etc.

  I have no objection in my child being included. Signature.....
- In the case of an emergency, if we cannot contact the parents, the centre will seek any necessary emergency medical advice or treatment. I have no objections to this. Signature.....

Please return this form together with £75 registration fee to
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LUBAVITCH CHILDREN'S CENTRE
For the Child in You

Childcare Fees September 2026 (per child)

Fees are charged 48 weeks per year.
Fees will be charged monthly for 4 weeks each month.

There will be discount of 20% for the second child only.
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Band 1- Household income under £34,000 per year

Band 1	Full day care 8:00-17:45	Half day (per week)		Additional Day	Additional Session
Child age	Per week (9 sessions)	8:00-12:45	13:00-17:45		
0-2	£214.00	£130.00	£104.00	£51.00	£25.00
9 mths - 2 (with 30 Hours funding)	£101.00	-	-	-	-
2-5	£205.00	£125.00	£99.00	£49.00	£24.00
2-5 (with 15 hours funding)	£151.00	£59.00	£35.00	**	**
2-5 (with 30 hours funding)	£97.00	**	**	**	**

Band 2- Household income between £34,000 and £54,999 per year

Band 2	Full day care 8:00-17:45	Half day (per week)		Additional Day	Additional Session
Child age	Per week (9 sessions)	8:00-12:45	13:00-17:45		
0-2	£263.00	£161.00	£130.00	£64.00	£32.00
9 mths - 2 (with 30 Hours funding)	£124.00	-	-	-	-
2-5	£256.00	£155.00	£124.00	£62.00	£30.00
2-5 (with 15 hours funding)	£188.00	£75.00	£46.00	**	**
2-5 (with 30 hours funding)	£121.00	**	**	**	**

Band 3 –Household income over £55,000 and over per year

Band 3	Full day care 8:00-17:45	Half day (per week)		Additional Day	Additional Session
Child age	Per week (9 sessions)	8:00-12:45	13:00-17:45		
0-2	£467.00	£266.00	£212.00	£104.00	£52.00
9 mths - 2 (with 30 Hours funding)	£221.00	-	-	-	-
2-5	£450.00	£241.00	£193.00	£101.00	£50.00
2-5 (with 15 hours funding)	£331.00	£122.00	£75.00	**	**
2-5 (with 30 hours funding)	£212.00	**	**	**	**

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CHILDREN'S CENTRE CHILDCARE APPLICATION FACTSHEET

THIS SECTION TO BE RETAINED BY PARENT FOR REFERENCE

Please contact the children's Centre for details of the fees, which are to be paid for up to 48 weeks of the year. No charge is made for bank holidays, 2-week block closure and a week at Christmas subject to changes and 3 annual training days. Fees will be payable for staff meetings, trips and outings; and during your child's absence such as holidays or sickness.

Eligibility criteria

You are eligible for a place if:

I. Your child is aged twelve weeks to five years. Your child is expected to have started school by their 5th birthday if not earlier.

II. Your child should not attend the children's centre and another setting at the same time, unless the childcare at the children's centre is wrapped around a school place or is with a childminder. This is to prevent your child having to become familiar at a young age with different expectations and routines.

III. You must live or work in Hackney. Families who are not resident in Hackney will be charged fee band 3 as minimum and assessed for band 4 and 5.

Criteria for prioritising places

If the demand for places is greater than the number of available places, the following criteria will be used in order of priority to offer places in each age group, whilst also maintaining gender balance:

I. Children on a Child Protection or Child in Need Plan or (looked after by the local authority including those adopted or cared for under a Court order depending on the circumstances).

II. Children assessed as being in need of early help and are on an early help plan, including children with a disability.

III. Children already in a part time place whose parents wish to increase their days.

IV. Children with a sibling attending the Centre. Siblings will not be considered if their older sibling is due to leave the Centre before the younger sibling takes up their place.

V. One place is available to the school/ centre staff where the post is recruited to fill a vacant post for which there is a demonstrable skill shortage.

The allocation of places will be based on the following principles:

I. make early education and care accessible to children from Hackney's diverse socio-economic communities.
II. maintain gender balance.
III. provide fair access for children from a range of backgrounds:
   - a number of places are expected to be offered to two-year-olds eligible for their free 15 hours entitlement
   - a significant number of places will be offered to children in fee band 1 which includes funded places in accordance with our criteria for prioritising places
   - a number of places will also be offered to children in fee bands 2, 3, 4 & 5;
IV. promote inclusion by giving children with special educational needs and a disability an opportunity to benefit from early education and childcare to support their development.

This means that the admissions register will offer places to children in chronological order of the above criteria.

General information

1. The children's centre nursery admission is managed locally by each children's centre.
2. Completed application forms must be returned to each children's centre that you are applying for a place at.
3. It is the parent's/legal guardian's responsibility to notify the children's centre immediately of all changes of address, emergency number or employment circumstances and income.
4. Due to the length of the admissions register for places, we may only be able to offer you a part-time place initially for your child.
5. Children's centres are open 7.45 am Monday to Friday, this may differ slightly from centre to centre. Children must arrive by 10.00 am in order to receive the full benefit of the day and must be collected punctually.
6. Children's centres close at 5.45 pm, this may differ slightly centre to centre. A late charge is applied of £5.00 for every 5 minutes after the set closure time. Persistent late collection may result in the withdrawal of the place.
7. In order to manage infections, children should be up to date with their immunisations and the centre must be notified of any illness.
8. The children's centre may exclude any child suffering from
   (i) an infectious or contagious disease (details on admission); or
   (ii) any child from a household where there is a case of infectious diseases. Re-admission will be in line with statutory guidelines available on parents' notice board.
9. Children must be brought and collected by a responsible person no younger than 16 years old.
10. An emergency telephone contact number is required when your child is admitted to the children's centre. This number will be checked at regular intervals.
11. The reason for your child's absence must be reported immediately to the children's centre. Persistence absence may result in the withdrawal of the place.
12. Parents must give consent for the admission of their child to hospital for emergency treatment.
13. Development review meetings regarding your child's progress will be held termly subject to change, which parents or carers are expected to attend.

14. There will usually be one late opening at 9am or one early closure fortnightly to facilitate service development and training. The normal daily charges will be applied for these days.

Settling process

15. You will be expected to settle your child for up to 3 days and will not be charged for this initial settling period.
16. Fees will be payable from your formal start date, irrespective of whether or not your child is fully settled.

Fees

17. A deposit equivalent to two week's fee or part time equivalent must be paid on admission and one week's fee must be paid in advance. The deposit will be refunded when your child leaves if your account is in advance.
18. A minimum of 4 weeks written or email notice is required to terminate the place.
19. A "no arrears" policy is applied in all Hackney children's centres. Failure to adhere to this may result in the immediate withdrawal of the place. Please note that if your place is temporarily suspended due to late payment of fees, your fees will remain payable for the suspended days and if not paid, may result in the immediate withdrawal of your place.
20. You will be given information about:
    - Opening hours, set closures, training days and staff meetings.
    - Fees.
    - 15hrs free nursery entitlement for eligible 2-year-olds and all 3 & 4 year olds.
    - 30hrs free nursery entitlement for eligible 3- & 4-year-olds
    - Tax credits and how to claim these.
    - Application form admission profile and parent contract will need to be completed with your child's key worker on entry.

Complaint

The admissions process is managed by the children's centre. Parents who are unsuccessful in gaining a nursery place may wish to discuss this. Complaints should be addressed to the Children's Centre Manager or Headteacher (if a school-based centre), in the first instance, before making a formal complaint using the Centres complaint procedure.

Advice and guidance may be sought from:
Early Years' Service, Hackney Learning Trust, 1 Reading Lane E8 1GQ
0208 8207590/7583.

HELP WITH THE COST OF CHILDCARE

Websites

Help with the cost of childcare

www.payingforchildcare.org.uk
www.hmrc.gov.uk/childbenefit
www.hmrc.gov.uk/taxcredits

Booklet

'Help with childcare cost' booklet

Available from Family Information Service at Hackney Learning Trust, 020 8820 7590/7583 or email fis@learningtrust.co.uk