



Registration

Parents wishing to register their interest in a place at Oakley Day Nursery (Sevenoaks) may do so by completing an online registration form together with a non-refundable registration fee of £30. This does not guarantee an offer of a space. All applications will be processed on a first come first served basis and spaces are allocated according to the current availability. A registration form can also be printed from our website and handed in at the nursery or parents may pick up a registration form from the nursery in their welcome pack. Please note that we have a policy stating that children attend a least 2 sessions per week, one session being either a morning or afternoon session. This is to enable the children to establish and develop strong, positive relationships with their peers and the team here, especially with their Key Person and aims to support the children feeling as at home and relaxed as possible in their environment.

Formal offer of a place at Oakley Day Nursery (Sevenoaks)

A formal offer of a place at Oakley Nurseries (Sevenoaks) will be made by email after the registration process and you will be invited to accept the offer. Parents and children will be invited to visit the nursery if they have not already done so.

A deposit, equivalent to two weeks fees is payable on acceptance of a place at Oakley Nurseries (Sevenoaks) and receipt of this is also confirmation for you of your place at Oakley Nurseries (Sevenoaks).

Welcoming and Settling In Period

The nursery Manager will be in contact before your child is due to start at Oakley Nurseries (Sevenoaks) to discuss a settling in plan and confirm any other details with you. During this time, we will introduce you and your child to their key person and you will have the opportunity to read all of our policies and procedures. For more information about the settling in period, please see our policies and procedures summary.

We all look forward to welcoming you and your family to Oakley Day Nursery (Sevenoaks).

More information, including our terms and conditions and a summary of the policies and procedures are available on our website. On request of a place, you will be sent a copy of our full policies and procedures by email.