

## **Cathedral View Childcare**

### **Application Process for a Childcare Space**

At Cathedral View Childcare, we aim to make your journey with us as smooth and welcoming as possible. Below is an overview of the steps involved in applying for a childcare space at our setting:

---

#### **1. Initial Enquiry**

To begin the process, please complete our online **Enquiry Form**, available on our website. This provides us with key information about your child's needs and your childcare requirements.

---

#### **2. Explore Our Website**

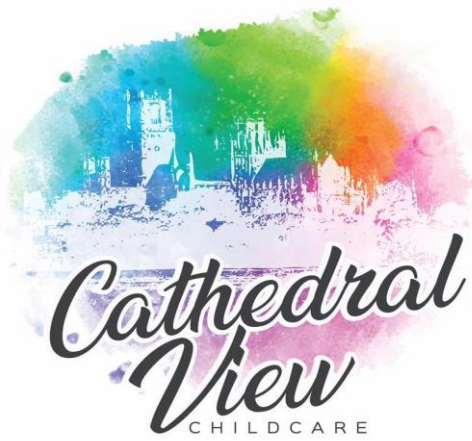
While waiting to hear from us, we encourage you to browse our [website](#) to learn more about our ethos, daily routines, curriculum, staff team, and the Cathedral View approach to early years education.

---

#### **3. Arrange a Tour**

Once we receive your enquiry form, a member of our team will contact you to arrange a tour of our setting. This is a great opportunity to:

- Meet our team
  - View our learning environments
  - Ask any questions you may have
-



#### 4. Confirming Interest

If, following your tour, you wish to proceed with a place at Cathedral View Childcare, we will move on to the next steps.

---

#### 5. New Starter Form on Baby's Days

We will issue you a **New Starter Form** via our **Baby's Days** system. This form collects all the essential information we need to support your child's transition and ensure their individual needs are met.

---

#### 6. Account Setup and Deposit

Once we receive your completed New Starter Form:

- We will issue **Parent Login details** for Baby's Days so you can stay informed and engaged with your child's learning journey.
- A **Registration Invoice** will be generated for the **first month's fees**, minus any funded hours you are entitled to.

**Please note:** This fee is due **within two weeks of issue**, unless otherwise agreed. Payment of this invoice is the **final step in securing your child's space** with us.

---

If you have any questions at any stage of the process, please don't hesitate to contact us. We look forward to welcoming you and your child to the Cathedral View family.

---