

REQUEST FOR CRECHE SERVICE

Name of Organisation / Per	son	
Address		
		Post Code
Contact Telephone Numbe	r / Mobile	
Email		
INFORMATION REQUIRE	D	
Date Crèche Required		
Will further crèches be requ	ired following this init	ial session?
Times the crèche should op	pen to parents / carers	s to drop and collect their children
From	am / pm To	am / pm
Venue for Crèche		Room
Is the venue accessible?	A	re there toilets adjacent to the room?
Is there provision for drink making?		Are there windows below 1.5m?
Is there access to outside p	lay space?	Is there a carpeted room or space?
Is there a room suitable for	play with adequate sp	bace, tables and chairs etc?
Are any sockets and/or hea	iters covered?	
What are the expected num	bers of children? If y	ou are unsure at this stage, please estimate
Under 2 years of age	2 – 3 ve	ars3 – 5 years