



Admission to Nursery Class

Ratified by Governors 29.11.18

Next review date; Autumn 2019

Nursery Education is non statutory and admission to our nursery class does not guarantee entry to our Reception class. All children from the term after their 3rd birthday are entitled to the universal offer of 15 hours of funded nursery education which is provided over 38 weeks in our nursery class. From January 2019 some children will be entitled to an additional 15 hours (extended entitlement).

Admission criteria

All children, subject to the availability of places, will normally be admitted to the nursery class at the start after their third birthday i.e. at the start of term in September, at the start of January.

To apply for a place in our nursery class parents must complete a registration form in school and provide proof of your address and your child's birth certificate. Please make the application as your child turns two.

If, at the application deadline date, there are more places available than there are applications, then all children will be offered a place. Subsequent applicants will be offered places until the provision is full. Once full, applicants will be placed on a waiting list and places will be allocated in accordance with the oversubscription criteria.

Available sessions 2018-19

- AM sessions 15 hours 9-12 daily

also from January 2019

- PM sessions 15 hours 12.30 – 3.30 daily

If a child is eligible for 30 hour provision there will be a cost for lunch and wrap around care during lunch time, which is currently £5.00 per day (£25.00 per week). This must be paid in advance, either weekly, monthly or termly. Children taking up the extended offer can go home for lunch and return for the afternoon session.

30 hour provision

Who is eligible for the extended offer?

To qualify, each parent/carer (or the sole parent in a single parent family) needs to:

- earn, on average, a weekly minimum equivalent of 16 hours at National Minimum wage or National Living Wage;
- earn less than £100,000 per year
- has a childcare account to access the code

Self-employed parents or parents on zero hours contracts will be eligible if they meet the average earnings criteria.

Eligibility in families where parents do not work

Families where one parent is not in paid employment, or neither parent works, will usually not be eligible for the additional hours. There are however the extended entitlement will be available for families where:

- both parents are employed but one (or both) is temporarily away from
 - parental leave
 - maternity leave
 - adoption leave
 - sick leave

One parent works and one parent is in receipt of specific benefits relating to disability or incapacity

Foster carers are eligible for the extended entitlement if they meet the earning or carer criteria for their own children however they are not eligible for the children that they may foster.

Parents who are studying or in training will not be eligible unless this is combined with paid work which meets the minimum average earnings threshold.

Parents eligible for the extra hours will sign up online to get a code to give to your childcare provider to reserve your place. You'll get the extra hours once the term starts.

Oversubscription Criteria for all places

If there are not enough places available for all applicants we will allocate places in the following order:

1. Looked After Children (children in public care and as deemed under Section 22 of the Children Act 1989).
2. Children who have exceptional medical or physical barriers to learning.
3. Children who have siblings in the main school
4. Distance to the front door of the home address to front of the school entrance, travelled on a safe walking route

Address

For the purposes of deciding distance we will use the parent or legal guardian's address or the address of a relevant adult who has parental responsibility (as defined under the 1989 Children Act) for the child.

Change in circumstances

If a child becomes eligible for the extended entitlement at any point after the closing date for applications, then that child will be offered the extended entitlement subject to the admission criteria set out above. If no place is available, the child will be placed on the waiting list for the extended entitlement.

If a child loses their eligibility at any point after the allocation of places the Headteacher will speak with parents/ carers and will agree the pattern of attendance for the universal entitlement.

Waiting list

If places then become available we will consider all the applications on a waiting list. The waiting list will be maintained by the school office from the start of the academic year and be kept for the rest of the academic year. All applicants on the waiting list will be placed according to the admission criteria and priorities set out above. The length of time a child has been on the waiting list cannot be taken into account if places become available. If you apply late, your child's name may be added to the list by using the priority order described above