



Adderley Children's Centre **Admission Policy September 2017**

Adderley Children's Centre has the following places available for children:

9 FTE Babies (9 months upwards)

44 FTE (15 hours per week) for 2 year old

104 FTE places for Children aged 3 years to 4 years

Adderley Children's Centre follows the Local Authority guidance for admissions for the 15 hours for 2-year-old children, 15 hours 3 -4 years old places and 30 hours (Early Education Entitlement) in our nursery school provision.

Free childcare for two year olds

Birmingham City Council offers an early education entitlement for two year old children for the least advantaged families in the city. At Adderley we have 44 FTE places available to families who

Entitlement

Eligible two year olds will be entitled for up to 15 hours per week for 38 weeks of the year, following the school term after their second birthday.

Criteria

As of 1st April 2015, the National criteria to claim early education entitlement for two year old children are as follows:

- Universal credit
- Income support
- Income-based Job Seekers' Allowance
- Income-related Employment and Support Allowance (if you are unable to work due to illness or disability)
- Support under Part V1 of the Immigration and Asylum Act 1999
- The Guarantee element of the State Pension Credit; or Child tax Credit, provided they have an annual gross income of no more than £16,190 as assessed by Her Majesty's Revenue and Customs (HMRC)
- Working Tax Credits (including those in receipt during the four- week period immediately after their employment ceases, or after they start work fewer than 16 hours per week) with a household income of less than £16,190 as assessed by HMRC
- The child who is looked after by their local authority
- The child who has left care through special guardianship or an adoption or residence order

- The child has a current statement of special educational needs or an Education, Health and Care Plan
- The child in receipt of the Disability Living Allowance

A child can also get free early education and childcare if any of the following apply:

- they're looked after by a local council
- they have a current statement of [special education needs \(SEN\)](#) or an education, health and care (EHC) plan
- they get [Disability Living Allowance](#)
- they've left care under a special guardianship order, child arrangements order or adoption order

To be eligible families will need to access certain benefits or the children are looked after by the local authority (please refer to the attachment below 'which two year old children are eligible'). **To check if your child is eligible [follow this link](#)**

Criteria for the allocation of the Free Early Years Entitlement in LA nursery schools and classes

All children in England get 570 free hours per year. It's usually taken as 15 hours a week for 38 weeks of the year. Our normal pattern of delivery is 8.30 a.m. - 11.30 a.m. or 12.30 p.m. - 3.30 p.m. Some families opt to take these hours more flexibly for example 2 .5 days. Please discuss with our staff your preference and staffing permitting (i.e. adhering to the legal required staffing ratios) we will work with you to try to accommodate your request.

If the nursery has more applications for free entitlement places than there are places available, the following criteria shall apply:

1. Children (siblings) with an older brother or sister already at the school (or at a linked school on the same or nearby site) who will still be in attendance at the time the sibling enters the school (subject to age restrictions below). Siblings are considered to be those children who live at the same address and either:
 - have one or both natural parents in common;
 - are related by a parent's marriage;
 - are adopted or fostered by a common parent.
2. Children who live nearest to the school.

Within each of these categories, priority is given to those who live nearest to the school, by straight-line measurement to one fixed point in the school.

30 hours' free childcare

You may be able to get up to 30 hours free childcare (1,140 hours per year, which you can choose how you take).

If you're eligible for the extra hours, you 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 next term starts.

Eligibility

You can usually get 30 hours' free childcare if you (and your partner, if you have one) are:

- in work - or getting parental leave, sick leave or annual leave
- each earning at least the National Minimum Wage or Living Wage for 16 hours a week - this is £120 if you're over 25

This earnings limit doesn't apply if you're self-employed and started your business less than 12 months ago.

Tax Free Childcare

- For working families, including the self-employed, **in the UK**
- With **children under 12 (or under 17 if disabled)**
- For every £8 you pay in, the government will add an extra £2, up to £2,000 **per child per year** - that's up to £500 every three months

Parents of children born on or after 15th January 2009, and parents of disabled children

For further guidance please follow the link below:

<https://www.childcarechoices.gov.uk/>

FEE PAYING PLACES

Parents can pay for a places at the nursery please see our Charging Policy

Transfer to primary schools

Parents should not be led to believe that the offer of a nursery place is dependent upon a commitment that their child will enter the school's reception class. There can be no guarantee that a child in the nursery class of a primary school will be able to transfer to the reception class of the same school.

Religious or denominational allegiance

Religious or denominational allegiance should not affect the priority given to a child's access to a nursery place.

Home addresses

A pupil's home address is considered to be a residential property that is the child's only or main residence and is either:

1. Owned by the child's parent(s), or the person with parental responsibility for the child;
2. Leased to or rented by the child's parent(s), or the person with parental responsibility.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

Where parents have shared responsibility for a child, and the child lives with both parents for part of the week then the main residence will be determined as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used for the allocation.

If a school is allocated on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to be withdrawn.

Children not resident in the area of Birmingham City Council

Children not resident in the area of Birmingham City Council may be admitted to a Birmingham LA nursery school or class in line with the criteria above. Referrals for free places at full-time places within nursery schools and classes, will only be accepted for children resident in Birmingham, or children living outside of Birmingham who are the responsibility of Birmingham Children, Young Peoples and Families Directorate.

Reviewed September 2017

Review next: September 18

Governing Body at Adderley Children's Centre

Signed:

Date: 30th October 2017