

# St Walburga's Catholic Primary School, a Voluntary Academy Nursery Admission Policy



**Policy Date February 2018**

**Review Date February 2019**

# Nursery Admission Policy

Mission Statement: 'Putting Others First'

***At St Walburga's we celebrate that we are all members of God's loving family. We do our best to follow Jesus by putting others first. Our school is a happy and safe place where we learn, have fun together, do well and achieve our full potential.***

St. Walburga's Catholic Primary School has a Foundation Stage Unit which has provision for 26 nursery places. The 15-hour Universal Entitlement is offered as follows:

8.55 – 3.15 Monday and Tuesday  
8.55 – 11.45 Wednesday

Our nursery is closed on a Thursday and Friday.

From September 2017, we will offer additional entitlement either through the 30-hour eligibility criteria or on a paid basis. In order to be able to access these additional hours for free, parents/ carers must meet the following criteria and complete the application process directly with HMRC.

## **Eligibility for the free entitlement will include households where:**

All parents (whether two parent families or lone parent) are working and earning the equivalent of 16 hours a week at the National Minimum or Living Wage (includes income received from tax credits or Universal Credit) but not more than £100k per year per individual.

### **And/or**

One/both parents is on leave (parental/maternal etc)

One/both parents is on Statutory sick pay

Includes zero – hours contracts and self employed

One parent is employed and the other parent has either a substantial caring responsibility or a disability or is a foster carer with their own three/four-year-old child.

The additional hours we can offer are:

Day	Time	Details of session	Price (01/09/18) If not eligible
Monday	7.45 – 8.55	Breakfast Badgers (including breakfast)	£4.00
Monday	15.15 – 17.30	Teatime Tigers (including snack)	£8.00
Tuesday	7.45 – 8.55	Breakfast Badgers (including breakfast)	£4.00
Tuesday	15.15 – 17.30	Teatime Tigers (including snack)	£8.00
Wednesday	7.45 – 8.55	Breakfast Badgers (including breakfast)	£4.00
Wednesday	11.45 – 15.15	Afternoon nursery session	£13.50
Wednesday	15.15 – 17.30	Teatime Tigers (including snack)	£8.00

Admission arrangements for nursery children are not under the provisions of the 1996 Education Act and parents do not have the right of appeal if refused a place. The Headteacher deals with the admission arrangements in line with general guidelines.

A child's name can be placed on one or more nursery waiting lists any time from birth onwards. To apply for a place at St. Walburga's, parents must request a Nursery Application Form and return the form to the school. Nursery places are open to all children irrespective of where they live.

Allocation of a place in nursery class does not guarantee that the child will be allocated a place in the school nor is attendance at the nursery a precondition of a place in the school. Not accepting a place in nursery does not reduce the chance of getting a school place.

Letters offering a place for September will be sent out from February. Parents are given a deadline to accept the place. Places not taken up are then offered to other children on the waiting list.

Places will be allocated to children as follows:

- Children currently on the nursery roll.
- Children with special educational, social or emotional needs as evidenced by a professional from health, social services or education.
- Children who have a sibling in school.
- Date of application

In the event that we do not fill all the places for a September intake, children who turn 3 during the school year could be offered a place following their third birthdays, in this case they would be ranked in DOB order.

Children will move from nursery to reception class in September after their fourth birthday and prior to their fifth birthday according to our admission policy for the school.