



Nursery Admission Policy 2019 - 2020

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Review date:

At St Anne's we love,
learn and grow together
as part of God's family



Inspire
Inspiring everyone to achieve



Care
Caring about God's family



Respect
Respecting and valuing each other



Challenge
Challenging ourselves to grow



Parents should be aware before applying to St Anne's that our whole school ethos is based on the teachings of Jesus and we are guided by the Church of England. Religious Education, Collective Worship and Christian Values are a prominent part of school life.

Applications for admission for places in nursery should be made on the nursery application form (copies of which are available from the school office). **All applications for places must be received by the school office by close of business on Friday 8th February 2019.** After this date places will be allocated if and when available.

As from September 2017 you are be able to apply for 30 hours free nursery childcare. You will need to log onto www.childcarechoices.gov.uk . If you find that you are not eligible for the 30 hours free nursery funding then part time places will be available as well as top up places. Please see our additional information guidelines.

Letters informing parents of whether or not their child has been allocated a place will be sent out by the school on Friday 8th March 2019. The number of places available for admission to the nursery class in the academic year 2019/2020 is equivalent to 26 full time places. Places are offered according to our Nursery admissions document. Top up places are also

available please see additional documentation. **Please note that attendance at the nursery does not guarantee admission to the school.**

The Governing Body operates a system of equal preferences under which they consider all preferences equally, and allocates places according to its policy. In the event that there are more applicants than places, the governing body will allocate places using the following criteria, which are listed in order of priority.

1. Children in Care.
2. Children who have a sibling in school who will still be attending school the following year.
3. Children whose parents are faithful and regular worshippers in the Parish Church of St Anne's with St Francis Sale.
4. Children whose parents are faithful and regular worshippers in a neighbouring Anglican Church; for whom this is the closest Church of England school measured in a direct straight line on the appropriate ordnance survey map (from the front door of the child's permanent place of residence to the main entrance of the school).
5. Children whose families are faithful and regular worshippers of another Christian denomination, as recognised by Churches Together in Britain and Ireland and for whom this is the closest Church of England school measured in a direct straight line on the appropriate ordnance survey map (from the front door of the child's permanent residence to the main entrance of the school).
6. Children who reside in the parish of St Anne's with St Francis Sale. A map showing the parish is available from the school.
7. Other children.

Notes

- (a) Professional supporting evidence from e.g. a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the school in question is the most suitable school and the difficulties which would be caused if the child had to attend another school.
- (b) By "faithful and regular" we mean attendance at a minimum of two services per month for at least six months prior to the closing date for applications. This includes Junior Church, on Sundays at 10.00am, and Sunbeams, held in the Church Hall on Tuesdays after school. A letter from your minister or other church officer will be required as proof of attendance. *See appendix 1.*
- (c) **A parent is any person who has parental responsibility or care of the child. Where admission arrangements refer to 'parent's attendance at church' it is sufficient for just one parent to attend. 'Family members' include only parents and siblings.**
- (d) A map showing the boundaries is available from the school.
- (e) Siblings include step, half, foster, adopted brothers and sisters living at the same address and full brother and sister living apart.
- (f) Where the above criteria are not adequate to distinguish between requests for admission which cannot all be accepted without exceeding the admission limit, priority will be decided on the basis of the distance from the school to home

measured in a direct straight line on the appropriate ordnance survey map from the front door of the child's permanent place of residence to the main entrance of the school.

Admissions Information - Nursery Place Preferences

Once all application forms have been received, we will write to parents to ascertain their preference for full or part-time places. Wherever possible parental wishes will be accommodated, however, in the event that there are more applications for full time or part-time places, the Governing Body will allocate places in accordance with the criteria listed earlier.

Waiting List

Where we have more applications than places, the admissions' criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admission criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible for a child who moves into the area at a later date to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

Address of child

The address used on the school's admission form must be the current one at the time of application. If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, the current-at-the-time-of-application, normal address of the child will be the one used. This will normally be the one where the child wakes up for the majority of Monday to Friday mornings. Parents may be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child's address as the one claimed. Where there is a dispute about the correct address to use, the governors reserve the right to make enquiries of any relevant third parties, e.g. the child's GP. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

Fraudulent applications

Where the governing body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence in the catchment area or of involvement in a place of worship) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of the place.

Twins

Where there are twins wanting admission and there is only a single place left within the admission number then the governing body will exercise as much flexibility as possible within the requirements of nursery class sizes. If only one place can be offered then parents will be advised that the place will be offered to the older twin.

