



Lexden Primary School Nursery Admissions Policy

Introduction

Lexden Primary School Nursery welcomes applications for any child not just those with siblings in the school or living in the priority admissions area.

FEEE (Free Early Years Education Entitlement)

A child is entitled to 15 hours a week, free learning and care in an early years setting from the start of the term following their third birthday, for 38 weeks in a full year. The cut off dates for government funding are:

Birth date between: 1st April to 31st August, for a funded place from September

Birth date between: 1st September to 31st December, for a funded place from January

Birth date between: 1st January to 31st March, for a funded place from April

This entitlement will be offered to parents on a flexible basis and the nursery will advise parents of the patterns of attendance they can offer.

We also offer the extended 30 hour FEEE to eligible families.

Additional Sessions

In addition to the FEEE, 3 hour sessions can be purchased, subject to availability.

Procedures for Lexden Primary School Nursery

Lexden Primary School Nursery can accommodate a maximum of 26 children per session. Two places are protected for pupils who join the school's Unit for Hearing Impaired Pupils following a referral from Essex County Council. The patterns of attendance available are:

Morning Sessions: 9:00am – 12:00pm

All day sessions: 9:00am – 3:00pm (including a hot lunch – charge applicable)

Afternoon sessions: 12:00pm – 3:00pm

If you would like your child to come to our nursery, you must complete a pupil information form and return it to school. **A decision will be made half a term before your child is eligible for a place. Children are admitted at the start of either the autumn, spring or summer term in accordance with the admission criteria and subject to availability of places.**

You will be notified when a place becomes available. If your child is offered a place, you must confirm your acceptance to the school within two weeks otherwise the school reserves the right to withdraw the offered place. The final decision on when a child is admitted, the number of hours a child is able to attend and his or her pattern of attendance, rests with the Headteacher.

Admission criteria

The governors will consider all applications in accordance with the following criteria, set out in priority order. **Length of time on the waiting list will not be taken into account.**

1. Children in the year before they may start school, who have a brother or sister (including children living as siblings in the same family unit) on the school roll, in Year 5 or below in the academic year they join nursery, who live in the school's priority admissions area
2. Children in the year before they may start school, who have a brother or sister (including children living as siblings in the same family unit) on the school roll, in Year 5 or below, in the academic year they join nursery, who live outside the school's priority admissions area
3. Children in the year before they may start school, who live in the school's priority admissions area
4. Children in the year before they may start school, who live outside the school's priority admissions area
5. All other applications

Tiebreaker

If the nursery is oversubscribed **within** any of the above categories, then preference will be given to children who live closest to the school based on a straight line measurement from school main entrance to the home address.

Other information

Applying for a place in the Reception Class

Admission to the school's Reception Class will be in accordance with Essex County Council's Admissions Policy. **Admission to the nursery does not constitute any right of entry to the school.** Parents must apply for a Reception Class place through Essex County Council Admissions Team.

This policy will be reviewed in line with the school's policy review schedule