



Holtsmere End Infant and Nursery School

Nursery Admissions Policy

2018/19

Our Vision and Aims

Happy learners. Aiming high.

Our aim is to provide a rich and stimulating learning environment where diversity is celebrated and where each and every child is able to:

- Feel valued, nurtured and cared for
- Feel safe, happy and inspired by a creative and challenging curriculum
- Develop a life-long love of learning
- Receive quality teaching from adults who have high expectations and aspirations for all children, encouraging them to be the very best they can be
- Take risks in their learning and recognise their own key learning qualities of curiosity, imagination, perseverance, resilience and team-work
- Celebrate achievements and learn from their mistakes
- Develop a respectful awareness of the environment, the wider world and its many cultures
- Develop independence and feel prepared to take the next step in their learning journey

Above all we want our children to have fun and enjoy learning and their parents to feel well informed, communicated with and valued.

This document sets out the process for applying for a Nursery place at Holtsmere End Infant and Nursery School.

From this year applications for our nursery class will be accepted anytime during the academic year **after** a child's 3rd birthday. The closing date for applications for starting nursery in September 2019 will be 4pm on Friday 15th March 2019 for children born between 1st September 2015 and 31st August 2016.

Parents should note that attendance at the nursery does not guarantee a place in a reception class at this school. A separate online application process is available for parents to apply for a place in a Primary School (reception class).

In line with other providers, our school will aim to offer places by 29th April 2019 and parents will have until 10th May 2019 to accept the place.

Our nursery operates a single intake admissions system admitting children in September. However, if there are spaces after the September cohort allocation has been made, we will consider taking children as and when they meet the age criteria.

Parents should make sure they are aware of and comply with the notice requirements of the setting their child currently attends. We reserve the right to withdraw an allocation if a child is not able to start in September.

30 hours Government Funded childcare

Holtsmere End Infant and Nursery School offer 30 Hours Free Childcare hours. 30 hours Nursery sessions will run on a daily basis from 9 a.m. to 3pm. Packed lunches to be provided from home. We offer a Nursery (Only) Breakfast Club from 8.30am – 9am at a cost of £3.50 to aid parents who need to be in work for 9am.

15 hours entitlement

Children who attend the Nursery for 15 hours per week will attend from 9am-12 noon each day. (Although you can tailor your 15 hours entitlement for example 2 full days and a morning).

We offer an optional lunch club for these children, this runs from 11.30 a.m. to 12.15 p.m. at a cost of £3.50 per session. Packed lunches are to be provided from home.

Nursery admissions oversubscription criteria

If the number of applications is less than the number of nursery places available, the school will accept all the applications. In the case of oversubscription, the school will allocate places using the School's published criteria set out below.

- Children in public care (children looked after)
- Children 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.

Other applicants in line with the following priorities:

- Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.
- Children who have a sibling at the school at the time of application, unless the sibling is in the last year of the normal age-range of the school, that is Year 2.
- Any other children.

Children Looked After

Children with Special Guardianship Orders are not classified by law as Children Looked After. Applications can be made with suitable supporting professional evidence under the Social and Medical rule. Children with Residence Orders are not classified by law as Children Looked After. Applications can be made with suitable supporting professional evidence under the Social and Medical rule. Children with Adoption Orders are not classified by law as Children Looked After. Applications can be made with suitable supporting professional evidence under the Social and Medical rule. Children in the process of being placed for adoption are classified by law as Children Looked After providing there is a Placement Order. Application would be prioritised under the Children Looked After rule 1.

Social and Medical Applications

All schools in Hertfordshire have experience in dealing with children with diverse social and medical needs. However, in a few very exceptional cases, there are reasons why a child has to go to one specific school. The rule allows the exceptional and compelling circumstances of individual children and families to be taken into account. Evidence must be provided and it must relate specifically to our school. It must clearly demonstrate why Holtsmere End Infant and Nursery School is the only Nursery that can meet the child's needs.

All applications under the Medical and Social rule are considered individually.

A successful application will include:

Specific professional evidence that justifies why Holtsmere End Infant and Nursery School is the only Nursery that can meet a child's individual needs, and/or

Professional evidence that outlines exceptional family circumstances, making clear why Holtsmere End Infant School is the only Nursery that can meet the child's needs.

If our school is not the nearest school to the child's home address, clear reasons why the nearest school is not appropriate.

Medical cases – a clear explanation of why the child's severity of illness or disability makes attendance at only our school essential and the evidence should make clear why only our school is appropriate.

Submitting Evidence

Written information should be received by the school by the closing date for that year. Information provided after the closing date will only be considered when there are significant changes of circumstances. If applying using a paper application all relevant information, including professional evidence, should be submitted with the application.

Tie-break If more children qualify under a particular rule than there are places available, a tie-break will be used by applying the next rule to those children.

Tie- break

If more children qualify under criterion 3 than there are places available, priority will be given to those who live nearest to the Nursery as measured in a straight line. Where there is a need for a tie-breaker where two different addresses measure the same distance from our school, for example in the case of a block of flats, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie-break will be random.