

# ALL SAINTS' C.E. (C) PRIMARY SCHOOL, ALREWAS

## Admissions Policy for Nursery aged children EYFS



**'Believe to Achieve'**  
***"Living life to the full" (John 10:10)***

### School Values

**Love + Forgiveness + Friendship + Thankfulness + Trust + Respect = Koinonia**

### Aims

To make available information regarding the admissions process when seeking a Nursery place at All Saints Primary School.

To provide high quality child centred nursery education within a Christian environment, to children and families in the defined catchment area of Alrewas, Fradley, Barton and Edingale.

### Entitlement

The entitlement for each child of 15 hours free education for 38 weeks per year during term time is made available to every child when successfully gaining a Nursery place in the school's EYFS Unit – Bobtails. If places are available we can admit children the term after their 3<sup>rd</sup> birthday.

### Nursery Session options

Morning ( 1 session)	Afternoon ( 1 session)	Full day ( 2 sessions)	Combination of full day and/or a.m.'s and p.m.'s	Additional hours (charged)
9am – 12pm	12pm – 3pm (including lunch time)	9am-3pm (including lunch time)	Up to a maximum of 5 sessions	£12.50 per session £25.00 per day

## Nursery Admissions

If your child turns 3 between or before:	They are eligible for a free part-time place in the term following their third birthdays:	Applications can be made at any time but should be received by the school office no later than;
1 <sup>ST</sup> SEPTEMBER – 31 <sup>ST</sup> DECEMBER	Start of Spring Term	End of Autumn half term
1 <sup>ST</sup> JANUARY – 31 <sup>ST</sup> MARCH	Start of Summer term	End of Spring half term
1 <sup>ST</sup> APRIL – 31 <sup>ST</sup> AUGUST	Start of Autumn term	End of Summer half term

**Please note – priority will be given to children turning 4 in the current academic year.**

### Additional Session Options

You can select up to a maximum of 5 for your free (15 hours Universal Hours funded) place which can be used for half or full days. You may also be eligible for 30 hours per week.

From September 2017 in addition to your 15 hours Nursery Education Funding working parents are now also able to apply for the 15 hours top up funding, subject to criteria. (Please visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) to register). We will be able to accommodate a limited number of full time places by sharing/topping up any additional hours.

You may also select additional sessions if required which are payable. Prices are £12.50 per session/£25 per day

### Admission Number

The admission number is determined by the staffing levels and physical limitations of the room as outlined in the statutory guidance for all Early Years setting

### Application Process

Parents may apply for a nursery place in the EYFS unit for the term following their 3<sup>rd</sup> birthday; however priority will be given to children turning 4 in the academic year. Application forms are available from the school office or to download from the school website. The closing date for applications to be made to the school will be published at this time.

Late applications can be made directly to school after this date and any remaining places will be allocated by the Headteacher.

## **Criteria for admission for a nursery place**

If the total number of applications exceeds the number of available places, the following criteria will be applied to allocate the places:

6.0 Children turning 4 years old in the current academic year.

6.1 Children in Care and children who ceased to be in care because they were adopted (or became subject to a residence order or special guardianship order).

6.2 Children living within our defined catchment area for the school.

6.3 Children who have an elder brother or sister in attendance at the school or occupies a nursery place in the EYFS Unit and who will still be attending the school or EYFS Unit at the time of the proposed admission date. For admission purposes, a brother or sister is a child who lives at the same address and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners.

6.4 Children who satisfy both of the following tests:

Test 1: the child is distinguished from the great majority of other applicants either on their own medical grounds or by other exceptional circumstances.

Medical grounds must be supported by a medical report (obtained by the applicant and provided at the point of application). This request must clearly justify, for health reasons only, why it is better for the child's health to attend our Nursery.

Exceptional circumstances must relate to the choice of nursery place and the individual child, i.e. the circumstances of the child, not the specific economic or social circumstances of the parent/carer, and be supported by a professional report, (obtained by the applicant and provided at the point of application) e.g. social worker, justifying why it is better for the child to attend All Saints Early Years Foundation Unit rather than any other nursery.

Test 2: the child would suffer hardship if they were unable to attend the preferred early years setting. Hardship means severe suffering of any kind, not merely difficulty or inconvenience, which is likely to be experienced as a result of the child attending a different school. Parents must provide detailed information about both the type and severity of any likely hardship, at the time of application.

6.5 Other children arranged in order of priority according to how near their home addresses are to the main gate of the School, determined by a straight line.

## **Allocation of preferred sessions**

Parents will be asked to indicate preferences with regard to both the pattern of sessions and days preferred. Account will be taken of parental preferences and any reasons provided, however places are allocated subject to availability and no guarantee can be offered. If the preferred sessions are unavailable, alternative sessions will be offered. Parents are referred to the Placement Policy for further details. (See Section 3)

## **Decision on places**

Decisions will be made by the school.

There is no statutory right of appeal in the event of an unsuccessful application.

The offer of a place in nursery does not guarantee entry to the main school. Allocation of places the main school (ie Reception Class), are to be made to the local Education Authority.

Children who attend a full day or afternoon session will need to purchase a school dinner or bring a packed lunch.

## **Leavers during the year**

If a child is withdrawn either in part or fully by their parents from either setting during the school year, a minimum of 4 weeks written notice must be given. The place of a child who has been withdrawn cannot be held open for a trial period and will be reallocated.

If parents later wish their child to return, they will have to re-apply for a place and the application will be considered according to the criteria set out in section 6 unless there are special circumstances. The fact that a child has previously been in either setting will not influence the decision to offer a place.

## **Attendance and loss of place.**

If attendance and punctuality is poor or erratic the teacher will, in the first instance, attempt to speak with the parents. Details of this conversation will be recorded and dated in the child's folder.

If after a period of two weeks there is not sustained improvement a letter will be sent to the parents inviting them to attend a meeting with the Headteacher.

In the event that the parents do not attend this meeting or there is no sustained improvement in attendance the Head teacher may withdraw the place. This decision will be communicated to the parents in writing.

If a child is absent for a period of three weeks without contact from the Parents and the school has been unable to make contact within this time, the place may be withdrawn and reallocated. The decision will be that of the Head teacher, and communicated in writing to the parents.

Reviewed March 2018

Next Review January 2019