

**Broad Oak
Primary
School**



NURSERY ADMISSIONS POLICY

Attitude

Behaviour

Courage

Determination

Enthusiasm

Friendship

Resilience

INTRODUCTION

At Broad Oak Primary School we are responsible for all admissions to our nursery class. This policy is used to determine admissions to our nursery.

Currently all children attending our nursery are entitled to 15 hours a week free learning and care. An additional 15 hours a week may be available for children of parents eligible for 30 hours free childcare. Alternatively if you require a full time place but are not eligible for 30 hours free childcare you can pay a weekly top up fee. The top up fee will be reviewed on an annual basis.

We take children from the September following their third birthday. In some years, where the nursery is not full we may be able to take "rising 3's" (children who turn three between September and December) from January.

PROCEDURES

We can accommodate a maximum of 40 children on a full time basis. Part time places may be accommodated, depending on availability. Part time places will be either Monday, Tuesday and Wednesday morning (until 11.30am) or Wednesday afternoon (from 12.30), Thursday and Friday. The normal nursery day starts at 8.55am and ends at 3.15pm

If you would like your child to come to our nursery, you must complete an application form and send or bring it to the school when your child is 2 years old, or as soon as possible after that.

We will consider applications in accordance with the admission criteria. We will inform parents of the decision in writing where possible at least half a term before admission. If your child is offered a place, you must conform your acceptance within two weeks, otherwise the place may be offered to another child.

The final decision on when a child is admitted rests with the Headteacher.

ADMISSION CRITERIA

We 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. A child who is 'Looked After' by the Children's Services Department (in accordance with Section 22 of the Children's Act 1989)
2. Children for whom there is a recommendation for nursery education by a health professional, social worker, educational psychologist or education welfare officer on the basis of the child's special educational needs. Examples of special educational needs, in no order of priority, might include:
 - Emotional and behavioural problems
 - Hearing difficulties
 - Lack of personal interaction and stimulation
 - Physical disabilities
 - Speech and language problems
 - Visual difficulties
3. Children with social needs, based on information gained by the Headteacher as part of the application procedure.

Examples of social needs, in no order of priority, might include:

- A child in sole care of grandparents
 - A child on the child protection register
 - A child of parents with disabilities
4. Children with a brother or sister (including children living as siblings in the same family unit) with disabilities (as in A) that require a significant amount of additional support.
 5. Children of staff, as agreed by the Headteacher on an individual basis.
 6. Children who have a brother or sister (including children living as siblings in the same family unit) on the school roll who will still be attending our school the following academic year.
 7. Other children

OVER SUBSCRIPTION

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

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