



## **Nursery Admissions Policy 2024/25**

### **Introduction**

Parents wishing to apply for a place must complete the application form and submit it directly to the school. We currently operate either 30 hours free nursery provision or 15 hours free nursery provision. This is currently from 8.30am to 2.30pm for the 30 hour provision or either 8.30 to 11.30am for mornings only Monday to Friday and 12.00 to 3.00pm for afternoons only Monday to Friday. For the 15 hour provision, this means children will attend either 5 morning or 5 afternoon sessions per week.

### **Important dates**

A child can be admitted into a Sandcross Nursery class at the start of the academic year in which they become 4 years old. This will ensure that children will have at least 3 terms in nursery education prior to entry into a reception class of a mainstream school.

Parents wishing their child to attend our Nursery, must complete an application form and either send or take it to the school office at any time before **15<sup>th</sup> January 2024**. If a child is offered a place, parents must confirm acceptance to the school by the date stipulated. The final decision on admission and the allocation of places rests with the Local Committee Members (formerly Governors).

### **Admissions Criteria**

The Local Committee Members will consider all applications in accordance with the following criteria set out in priority order. The length of time on any waiting list will not be taken into account. The school will require documentary evidence or evidence from home visits to support applications made and you may be asked to provide proof of residence.

When our Nursery is over-subscribed, applications for entry in 2020/2021 will be ranked in accordance to the following criteria:

#### **a) Looked after and previously looked after children**

Children who fall within this category will be given top priority. Looked after and previously looked after children will be considered to be:-

- children who are registered as being in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989 (a), eg fostered or living in a children's home, at the time an application is made; and
- children who have previously been in the care of a local authority in accordance with Section 22 of the Children's Act 1989 (a) and who have left that care through adoption, a child arrangement order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989).

**b) Exceptional social/medical need**

Occasionally there will be a very small number of children for whom exceptional social or medical circumstances will apply which will warrant a placement at a particular school. Supporting evidence from a professional is required such as a doctor and/or consultant for medical cases or a social worker, health visitor, housing officer, the police or probation officer for other social circumstances. This evidence must confirm the circumstances of the case and must set out why the child should attend a particular school and why no other school could meet the child's needs. Providing evidence does not guarantee that a child will be given priority at a particular school and in each case, a decision will be made based on the merits of the case and whether the evidence demonstrates that a placement should be made at one particular school above any other.

**c) Children who will have a sibling attending Sandcross Primary School at the time of admission.**

A sibling will be considered to be a brother or sister (that is, another child of the same parents, whether living at the same address or not), a half-brother or half-sister or a step-brother or step-sister or an adoptive or foster sibling, living as part of the same family unit at the same address.

A child will be given sibling priority if they have a sibling on roll at the school and that sibling is still expected to be on roll at the school at the time of the child's admission.

**d) Children for whom the Nursery is nearest to their home address**

**e) Any other children**

**Procedures for Admission**

We will endeavour to inform applicants of the outcome of their application by letter, at least one term before admission. We will only allocate Nursery sessions once it has determined that a place can be offered in accordance with the admission criteria. If an applicant is offered a place, they must confirm acceptance directly with the school by the date stipulated in their offer letter.

The final decision with regard to admission and the allocation places rests with the Local Committee Members.

Where the Nursery is oversubscribed, we will maintain a waiting list in criteria order.

Admission to our Nursery does not guarantee admission to our Reception classes. Applications for Reception must be made on a separate application and be submitted by the statutory deadline in order to be considered.