

Admissions Policy

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To be reviewed Sept 2027

Admissions Policy

The Nursery School accepts for consideration any applications from families with pre-school age children. Children's names can be placed on the waiting list once the parents have filled in an application form and returned it to the school.

Children can start in the Nursery after their second birthday, providing there is a place available. A minimum booking of 4 sessions is required.

Privately paid places are only available to those children who do not qualify for any Government funding. Pupils attending a funded place can purchase top up sessions.

If a child is offered a place at the Nursery but his/her parents decide to defer entry, the child's name will be placed on the waiting list. Once admitted to the Nursery, children may stay until they transfer to a primary or infant school.

If on the date of allocation, there are more applicants than there are places, then places will be offered in accordance with the following criteria:-

- Looked after children in the care of the Authority or children with identified Special Educational Needs supported by the Authority

We will then consider the following needs and criteria in the given order

- Referrals from the Children's Centre or health/education specialists
- Siblings attending nursery
- Wrap around care requirements
- Working hours of parents
- Date of birth - oldest children allocated first
- Full day provision

In addition to the above the following criteria will also apply to extended 3/4 year old funding (30 hours funding).

- Children already attending either a universal/2 year old funding or a fee paying basis will be guaranteed a place
- Full day provision / Parents accessing additional fee paying hours
- Parents NOT splitting hours between providers
- Date of birth - oldest children allocated first

Due to financial viability the nursery school will be prioritising places of 25+ hours in a week. A limited amount of places will be available.

In exceptional circumstances, fewer sessions will be considered. Please detail your reasons for requesting fewer sessions in a letter or email and forward this to the school office who will then refer to the Governors for their consideration.