

Greenvale Primary School



ADMISSIONS POLICY – NURSERY

Policy Date	November 2023
Signed by Head Teacher	Mrs A Allnutt
Review Date	November 2024

Approved by Governing Body		
	G Zeuli	
Chair of Governors	Print Name	Date

Monitoring

- The Headteacher will monitor the application of this policy and take appropriate steps to ensure that it is operating effectively.
- The policy will be reviewed bi-annually to ensure its effective application.

Age of Admission

- Children will not be admitted before the age of three years. Admission will be at the beginning of the main term immediately after the child's 3rd birthday.
- Admission should allow for an appropriate settling in process and proper transition from any setting previously attended.

Application Process

- Parents/Carers requiring a place for their child should complete the School's application form; these are available on request.
- We seek to be an inclusive school, welcoming children from all backgrounds and abilities. ***See our SEND policy and Equality Information and Objectives for more information.***
- Applications for all eligible children (i.e. of the eligible age) will be considered at this time.
- If there are more applications than available places, the published oversubscription criteria should be used to determine who will be allocated places (see section a).
- Parents/Carers will be informed of the outcome of their application by a specified date agreed when the forms are completed and handed in and the proposed start date during the academic year will be specified.

Oversubscription Criteria

The oversubscription criteria for the FS1/Nursery class will be based upon the criteria used for determining admission to the Primary School. We hold a waiting list for each term.

Priority will be given first to children who are **Looked After/In Public Care**. Then to:

- **Sibling link** - having a Brother or Sister in the Nursery or Primary School at the time of entry.
- **Child's Health Reasons** - a medical certificate may be required
- **Distance** - places are offered to those living closest to the School by the shortest available safe walking route

Appeals Process

- There is no Statutory Right of appeal against a decision with regard to admission to a Nursery class.
- Parents/Carers wishing to object to a decision concerning their application should, in the first instance, put their concerns to the Headteacher.

Please Note

Admission to the School Nursery **does not** guarantee admission to Greenvale Primary School, nor does the attendance in the FS1/Nursery give priority admission to Greenvale Primary School.

Free Entitlement - 15 hours

- Parents/Carers must accept the full 15 hours per week. It is **not** permissible for a child to attend less hours and claim more hours at another setting.
- Sessions are for 3 hours every morning.