

Nursery Admittance Procedure.

The governing body has the responsibility for admissions to this school and can have up to 52 part time Nursery pupils – 26 morning and 26 afternoon places. We also offer 30 hours nursery provision, providing you are eligible for the correct funding.

The children are admitted according to their birthday. Children whose 3rd birthday falls between the 1st April and 31st August will usually be admitted in the following September. Children whose 3rd birthday falls between 1st September and 31st December will usually be admitted in the following January. Children whose 3rd birthday falls between 1st January and the 31st March will join after the Easter holiday, providing a place is available. If places are limited you may not get your choice preference, but you will get the opportunity to change in September.

At any time if there are more applications for places than the number of places available, places will be offered strictly according to date of birth.

Application Procedures and Timetable.

An application for admission to the Nursery should be made not later than 12 months before the date of the child's third birthday using the Application Form available from the school. Failure to register children before this date could result in their admission to Nursery being delayed.

Applications must be accompanied by a copy of the birth certificate and, if applicable to your family, a copy of your child's baptism certificate.

Parents will be notified of a child's place during the half term before admission to Nursery. This notification will be by letter and include:

1. The date of admission.
2. A date for an introductory visit to Nursery accompanied by parent.
3. An acceptance form to be completed by parents.

Failure to return this form acknowledging acceptance of the Nursery place could result in the offer of a child's place being withdrawn.

However, if a place is not available at the expected time of admission parents will be informed and a place will be offered as soon as it becomes available. As there is no right of appeal for pre-statutory school age pupils the headteacher's decision is final.

Whilst every effort will be made to accommodate parental preferences, decisions with regard to the allocation of morning or afternoon nursery places rests with the Headteacher taking such issues as class size and gender balance into account.

It should be noted that admission to the Nursery class **does not guarantee** a subsequent place in the Foundation 2 class (Reception) of the school.