



STONEFERRY PRIMARY SCHOOL NURSERY ADMISSION POLICY

Admission to the nursery at Stoneferry Primary School is determined by the school's Governing Body. This admissions policy does not apply to the admission of pupils into the school. Hull City Council is responsible for admissions into school. Parents wishing to apply for a place at the school's nursery must complete an application form. These are available in the school office.

The Governing Body has agreed this nursery admission policy so that in the event of there being more requests for nursery places than are available, there are fair and transparent admission criteria in place.

Stoneferry Primary School has a 26 (full time equivalent) place nursery that is staffed by two members of staff, one of which is a teacher. Attendance at our nursery is part-time, for 15 hours per week for all parents (universal funding) and 30 hours per week for parents who meet the criteria for extended funding.

Session patterns available are:

- five mornings 8.30-11.30am
- five afternoons 12 noon-3pm

In addition the school is able to offer some flexible provision and there will be limited places for:

- 2 full days and a morning or an afternoon session, with a charge for lunch time supervision. In line with the school charging policy, lunchtime supervision charges are £4 an hour/£2 per half hour.
- a combination of the above e.g. three mornings and two afternoons.

Universal funded sessions (15 hours) preside over extended funded sessions. Nursery places are allocated each term as we aim to give priority to the children who are eligible to access the statutory 15 hours provision.

Nurseries do not have catchment areas in the same way as schools, so once places are full, the school will sign post parents to other providers.

Places for three year olds

All children will be eligible for admission to a nursery class the term after they turn three years old, although admission will be subject to an application being made and places being available.

When you can start claiming

The date you can start claiming depends on your child's birthday.

Child's birthday

1st January – 31st March

1st April – 31st August

1st September – 31st December

When you can claim

The beginning of the term on or after 1st April

The beginning of the term on or after 1st September

The beginning of the term on or after 1st January

When the nursery is over subscribed for a three year old place, applications for entry in the 2017/18 year will be ranked according to the following criteria:

Criteria for admission to the nursery

- a) Looked after and previously looked after children.
- b) Exceptional educational/social/medical need.
- c) Children who have a sibling attending the nursery or main school at the time of admission.
- d) Children who will turn 4 years old between 1st September 2017 and 31st August 2018 (this is to give priority to older children due to transfer to F2 in the following academic year.
- e) Other children not meeting any of the criteria above.

If a child is seen to be not taking up their agreed sessions on a regular basis, the school reserve the right to offer the place to another child.

Places for rising three year olds.

Children may be considered for admission during the term in which they reach the age of three. Any such offers will be considered dependent on availability. If children are admitted into the nursery the hours they attend may be chargeable (at £4 per hour). Contact the school office for more information.

Eligibility for 30 hours

- For families where both parents are working (or one parent in the case of single parent families), and each parent earns the equivalent of 16 hours a week at the national or living wage and earns a combined wage of less than £100, 000 per year.
- A total of 30 hours of free child care per week, over 38 weeks of the year (term time). Lunch time supervision is not included in the 30 hours and is chargeable at £2 per day.
- Parents must apply for the 30 hours provision each term and children cannot start at the nursery until a verification code has been issued. Children are not able to start part way through a term. The application website for the extended hours is www.childcarechoices.gov.uk.
- Parents are responsible for the updating of the validation to continue to secure the place. If eligibility ceases, there is a grace period set by the government, after which the place may no longer be available if there is a waiting list.

Procedures for admission

The school will endeavour to inform parents and guardians of the outcome of their application by letter at least half a term before admission. The school 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. Parents do not have a statutory right to appeal to an independent appeal panel in relation to nursery admissions. It is therefore important that our nursery admissions decisions can be justified by reference to our agreed criteria.

July 2017

Reviewed annually

Date of next review: July 2018

Appendix 1 Admission Criteria

These examples are not in priority order.

A: Children currently in foster care or who have been adopted.

B: Examples of exceptional educational/social/medical need might include:

- Emotional and behavioural problems
- Hearing difficulties
- Lack of personal interaction and stimulation
- Physical difficulties
- Speech and language problems
- Visual difficulties
- Children who were multiple births (twins, triplets)
- A child with a confined play space
- A child from a one parent family
- A child in a family of four or more children
- A child in the sole care of grandparents
- A child who has two or more siblings under four years of age
- A child on the child protection register
- A child of parents with disabilities
- A child with English as an additional language
- A child who is in the care of the local authority e.g. in foster care

C : 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 Stoneferry Primary School in the following academic year.

D: All other children for whom places have been requested.
