

# **DORMANSTOWN PRIMARY ACADEMY**

## **Policy on Admission to Nursery Class**

### **Background**

Redcar & Cleveland local authority is required in legislation (Childcare Act 2006, section 7 (1)) to secure free early years provision for all eligible children in the area from the relevant date following their third birthday until they reach compulsory school age.

This free early years provision is known as the Free Entitlement for 3 & 4 year olds. From September 2010, the Free Entitlement of 15 hours a week (570 hours a year) over no fewer than 38 weeks of the year has become compulsory.

This policy supports the Redcar & Cleveland local authority in fulfilling its statutory duties.

### **Nursery Class Admission Limits**

Our school nursery class admission limits are:

39 Morning places and 26 Afternoon places

This is set by the local authority.

### **Eligibility for the Free Entitlement**

A child first becomes eligible the term after their third birthday.

<b>A child born in the period</b>	<b>Will be eligible for a free place from:</b>
1 <sup>st</sup> April to 31 <sup>st</sup> August	01 September following child's 3 <sup>rd</sup> birthday (Autumn school term)
1 <sup>st</sup> September to 31 <sup>st</sup> December	01 January following child's 3 <sup>rd</sup> birthday (Spring school term)
1 <sup>st</sup> January to 31 <sup>st</sup> March	01 April following child's 3 <sup>rd</sup> birthday (Summer school term)

We may admit three year old children to our nursery class earlier, soon after their third birthday, at our discretion, and subject to a place being available.

Children admitted soon after their third birthday may be eligible for funding from the local authority for the remainder of that term as funding normally begins in the term after their third birthday.

Parents will be asked to fill in a form and this will be submitted to the authority.

If our school is unable to provide a place in our nursery class for a child as soon as he/she becomes eligible, we will refer the parent/carer to a local PVI setting, which may be able to offer a free place until one becomes available in our nursery class.

## **The School Flexible Offer**

Initially, we consulted parents on this matter and questionnaires were sent out to find out preferences for the 15 hours entitlement. All parents requested that we provide 3 hours per day for 5 days a week. Sessions run from 8.40 – 11.40 and then 12.20 – 3.20. Nursery is currently organised and staffed in accordance with this preference and therefore meeting the needs of our families. Currently, Nursery has 1 teacher and 2 Learning assistants.

As children are about to start Nursery, parents are made aware of the free flexible entitlement and options available to them. Any individual cases will be discussed with Nursery Teacher, EYFS Coordinator and Head Teacher. We are happy to consider any requests from parents/carers to take their entitlement in a more flexible way that meets their families' needs. However if the request cannot be accommodated, the parent /carer will be referred to the local authority. A free place will be offered at an alternative local authority approved private or voluntary setting.

## **Over-subscription Criteria**

In allocating places in our nursery class, children will be admitted in accordance with the order of the criteria listed below:

- (i) Eligible children in the care of a local authority
- (ii) Children aged 4+ who live within the defined admission zone for the school
- (iii) Children aged 4+ who live outside the admission zone but who have a brother or sister attending the school at the time the nursery child will be admitted
- (iv) Children aged 3+ who live within the defined admission zone for the school
- (v) Children aged 3+ who live outside the admission zone but who have an elder brother or sister attending the school at the time the nursery child will be admitted
- (vi) Other children aged 4+
- (vii) Other children aged 3+

When decisions have to be taken on prioritising admissions for pupils within the same admissions category, priority will be given to the oldest child in that category. The oldest children will be admitted first.

## **Access & Inclusion**

It is our school policy that no eligible child should be refused admission on the grounds that he/she is not fully toilet trained. All children are encouraged to wear underwear and not nappies and school will work together with families to support them in toilet training.

Our school will offer all children the opportunity to experience a challenging and enjoyable programme of learning and development, irrespective of ethnicity, culture or religion, home language, family background, learning difficulties or disabilities, gender or ability.

## **Staggered Intakes**

Admission of children to our nursery class is phased throughout the year as children reach their third birthday. We will notify parents/carers of their child's confirmed admission date as soon as possible.

All children and parents have the opportunity to attend at least 2 sessions prior to their child starting Nursery. This involves parents and children playing and learning together in the setting. The Nursery teacher will provide parents with information to prepare them for their child starting Nursery and a pack of new starter forms to complete prior to starting. This helps to prepare both children and their parents for Nursery education. Parents will also be requested to show a copy of their child's birth certificate to prove identity.

## **Admission to full time education**

Attendance at our nursery cannot guarantee admission to the school when the child reaches compulsory school age. Parents will still need to apply to the local authority for a place at our school if they want their child to transfer to reception class.

Parents do not have to enrol their child at our school nursery in order to secure a school place. Places for full time education in our school will be allocated in accordance with criteria as described in the local authority Admissions Guide for Parents.

## **Policy Review**

This policy will be reviewed annually and accepted by Tees Valley Education Trust Board.

Next Policy Review date: January 2018