



St Merryn School – Nursery

Admissions Policy 16-17

Introduction

At St Merryn School Nursery we recognise how important it is for children to have access to high quality nursery school experience. Involvement in high quality early education has been proven to lead to better outcomes for children both educationally and socially and enable children to have the best possible start in life and fulfil their potential.

We recognise that parents have to judge what their family needs and we try to support these needs of families through our policy for admissions.

We currently offer 16 full time equivalent places.

Rationale for admissions

We are respectful of equality and diversity and this is reflected in our policy for admissions. See also our single equality plan. We welcome diversity and all children have equal opportunity to admission regardless of gender, religion or ethnicity with exception of children eligible for priority 1 waiting list.

We offer a priority 1 waiting list; these children are prioritised for a place. Children eligible to be placed on the priority 1 waiting list are;

- children with a statement of special educational/additional needs
- children in care;
- children of multiple births where the first child on the list would be offered a place but there would be no further place available for the second child
- other children considered vulnerable at our discretion
- All other places will be prioritised according to date of birth. Where applicants have the same date of birth priority will be given to the earliest date of application.

Parents can register their child on the waiting list at any time after their child is born. We write to parents to offer a place once one becomes available.

Once a place is offered a parent may choose to defer entry until a later date. In such a case we will not keep the place free for this child but will place them back on the waiting list for priority at the next admission point.

Rising 3 places

Children are generally offered a place the term after their 3rd birthday. However we also offer rising 3 places if we have them. This means we offer children who are 3 *during* the term a part time place e.g for the autumn term this would be for children who are 3 between September 1st and December 31st. These rising 3 places are chargeable (with the exception of funded 2 year olds) as we do not receive any other funding for them. These children will then be offered their place from the following term (usually January). Following this, all other eligible children on the waiting list will be considered for a place in line with our policy. We will offer rising 3 places in the spring and summer terms if we have space although this is unusual.

Free entitlement

Currently parents can access the free entitlement to early years provision, which is at present for 15 hours but will increase to 30 hours from September 2017. This is available where both parents are working (or the sole parent is working in a lone-parent family), and each parent earns the equivalent of 16 hours a week at the national minimum living wage, and earns less than £100,000a year. Currently we are open for 38 weeks of the year. This is available for all three and four year olds and can last up to two years until the

child reaches statutory school age. Some two year olds are also entitled to access this provision. However, at present, we do not admit two year olds entitled to this provision with the exception of rising 3's.

We try our best to offer parents the choice of hours they request. However this is not always possible. Parents can elect to change their hours at the next available point and choice of sessions will be given to existing parents prior to offering new parents available sessions. Changes to sessions will only be made at the end of each term. Places are allocated at the discretion of the governors.

Additional hours

St Merryn School Nursery will offer additional hours to parents for their child if they are available. These are chargeable at £4 per hour. Additional hours will only be made available each term once all eligible children have been offered their free entitlement of 15 hours. Parents can also access wraparound care and holiday provision at an additional charge. We recognise that parents have to make decisions about care based on the needs of the family. However we advise parents with regards to the suitability of their choices.

Admission dates

We have three points of admission:

September (for children born between 1st April and 31st August)

January (for children born between 1st September and 31st December)

April (for children born between 1st January and 31st March)

Children are admitted at these points in the year only if there is an available space.

Confirmation of places will be as follows:

Child's 3 rd birthday	When they get their funding	Closing date for applications	Decision issued by
1Sep-31Dec	1 January	14 th October	Last week of October
1Jan-31Mar	1 April	27 th Jan	Middle of February
1April-31August	1 September	21 st April	First week of May