

Caverstede Nursery School	
Admissions	
Statutory policy – to be reviewed annually	
Last Reviewed: 2017	Review Due: 2018

1. CONTEXT

The purpose of this admissions policy is to ensure the transparent allocation of places for children to access integrated care and education at Caverstede Nursery School. It is our aim to ensure the most vulnerable and disadvantaged children in our community have ease of access and to provide the additional support required ensuring parents/ carers are well informed of the facilities and services available to them.

2. PLACES

2.1 We provide part time equivalent places for children aged 3 to 4 years who are eligible to their funded nursery education entitlement of 15 hours, (see appendix 1 for details) and 2 year olds who are entitled to 15 hours funding for childcare and early education [2 year old funding]

2.2 We provide 20 part time equivalent places for children with SEND aged 2 to 4 years.

3. ALLOCATION OF PLACES

3.1 If Caverstede has a waiting list, places are allocated according to the following criteria:

- Current Nursery one children who wish to remain with us for their Nursery two year will automatically be allocated a Nursery two place.
- Children looked after and children who were looked after, but ceased to be so because they were adopted
- A child 'at risk' (or the sibling of a child 'at risk') who is subject of an inter-agency child protection plan
- Children entitled to two year old funding will be prioritised over those requesting paid places. Spaces are allocated for two year olds in one class.
- Children living within Paston and Walton Ward [as defined May 2016].
- Children living outside Paston and Walton Ward [as defined May 2016].

Our places will be allocated to both children eligible for the three year old funding, and to two year old children who turn three within the term they take up the place, receiving their 2 year old funding.

If we still have spaces remaining, we will offer to children who turn three within two terms of taking up the place who receive 2 year old funding.

If we still have spaces remaining, we will offer to children who turn three within three terms of taking up the place who receive 2 year old funding.

If we still have spaces available these will be offered as daycare places for 2 year olds allocated by age [paid for places]

3.2 If a child is away from the school on holiday for more than 3 weeks, then their place may be offered to another child

4. 30 Hours Extended Entitlement

From September 2017, the government are introducing additional free entitlement for three and four year olds. Caverstede may participate in this scheme and introduce a limited number of 30 hour places from September 2017. A decision will be made once final details have been announced by the government.

If we do participate in the scheme, priority will be given to eligible children

- Already on roll living in the Paston & Walton Ward [as defined May 2016]
- Already on roll outside Paston and Walton Ward [as defined May 2016]
- Living in the Paston & Walton Ward [as defined May 2016]

Once the decision has been finalised regarding the admission of children accessing the 30 hours extended entitlement the admission criteria will be amended if necessary.

APPENDIX 1

Nursery Education Funded Entitlement - 15 hours

Children are entitled to their funding entitlement in the term following their third birthday

Children born between	Eligible to Funding
1 st April to 31 st August	Autumn Term: September to December
1 st September to 31 st December	Spring Term: January to March
1 st January to 31 st March	Summer Term: April to July