



## Nursery Admissions Arrangements For Admissions in Academic Year 2020 – 2021

The nursery at Wareside Church of England Primary School is an inclusive nursery that welcomes children of all abilities and from all backgrounds.

The School has one intake into its Nursery class. This is September although in-year applications for the Spring and Summer terms are favourably considered by the Headteacher. The published age range of the school is from 2 years; however, in September 2020 we are admitting children from the age of 3 years who will become 4 years old during the academic year. This is as a result of staffing ratios and will be reviewed termly.

The Nursery provides for 8 children offering 15 hours Free Early Education – 3 hours daily each morning in line with the school calendar of 38 weeks each year. A further 15 hours are also offered providing 30 hours of childcare per week (for eligibility, please refer to the Government link at [www.gov.uk/30-hours-free-childcare](http://www.gov.uk/30-hours-free-childcare)).

**Allocation of a Nursery place is strictly subject to the applicant's guarantee that the first 15 hours of Free Childcare Funding will be directed to this school.** This guarantee should be made on the Parent Declaration Form (available on our website).

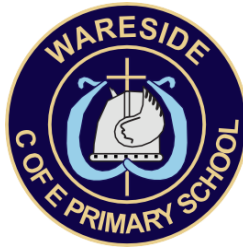
### ADMISSIONS PROCEDURES

All Schools/Nurseries are now responsible for their own Nursery Admission arrangements and for allocation of places. **Parents must apply for a place directly to this school** on the school's application form available from the school website or by request through the School Office by telephoning 01920 462354 or emailing [admin@wareside.herts.sch.uk](mailto:admin@wareside.herts.sch.uk). This application form must be returned to the School Office by Friday 13<sup>th</sup> March 2020 at the latest (see timeline below).

Herts County Council no longer lays down the Admissions Timetable for all schools. Wareside and other local schools aim to use the following timeline for processing applications to their schools:

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| <b>Monday 3<sup>rd</sup> February 2020</b> | Applications open to apply for a place in our Nursery class.                             |
| <b>Friday 13<sup>th</sup> March 2020</b>   | The application system for Wareside C of E Primary School closes.                        |
| <b>Tuesday 17<sup>th</sup> March 2020</b>  | Wareside C of E Primary School will offer places directly to parents by letter or email. |
| <b>Friday 27<sup>th</sup> March 2020</b>   | Deadline for parents to accept places in writing by letter or email.                     |





The Governing Body will apply their Admissions Arrangements using the information submitted by parents in the School's application form. If your application form is not completed correctly this may result in the application being given a lower priority.

**Important Note: an offer of a Nursery place does not guarantee an offer of a Reception place. Applications for children entering Reception must be made through Hertfordshire County Council.**

The process of applying for a school place begins in the autumn term of the year before they will be entering Reception. Children enter Reception when they are four years of age, and will become five during the academic year. (See our School Admissions Policy on our website or contact the school).

**The offer of a Nursery place will be for ONE of these options:**

1. a **full time place**: 6 hours daily, 5 days per week, 38 weeks a year (term time only). Your family must be eligible for 30 hours childcare funding and present a code to the school office which will be used to claim funding [please see eligibility criteria in Appendix A]. Your child must be entering Nursery 2 (i.e. already had their 3<sup>rd</sup> birthday by 31<sup>st</sup> August 2020)
2. a **part-time place**: 3 hours daily (morning sessions) 5 days per week, 38 weeks a year. This is for those eligible for 15 hours free childcare only. Your child must be entering Nursery 2 (i.e. already had their 3<sup>rd</sup> birthday by 31<sup>st</sup> August 2020)
3. a part-time place (as 2 above) with additional afternoon hours who wish to pay for hours over the 15 hours offered free.

**Important Note: Priority for morning Nursery places will go to those children with 30 hours free childcare eligibility.**

There is no right of appeal against non-admission to the Nursery class.

Please note that the information in this policy is correct for the year shown. Policies for future years may well be different.





## HOW PLACES ARE OFFERED

Children who have an Education Health and Care Plan (EHCP) which names Wareside C of E Primary School will be offered a place.

In the event of there being more applications than available places, the following oversubscription criteria will be applied by the Governors, in order:

### Criteria 1

a) Children in public care (Children Looked After) and children who were Looked After, but ceased to be so because they were adopted (or became subject to a residence order or a special guardianship order).

b) a child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.

### Criteria 2

Children whose parent is a permanent member of the teaching staff (see Note f).

### Criteria 3

Children who at the time of **application** have their home address within the Ecclesiastical (Church) Parish of Wareside. This can be determined with reference to the website [www.achurchnearyou.com](http://www.achurchnearyou.com) (link on the school website).

### Criteria 4

Children who will have a sibling in the school at the time of **admission**. (See note d.)

### Criteria 5

Any other children. Priority will be given to those living closest to Wareside C of E Primary School.

Where the application of the above criteria results in a situation where there are more children with an equal right to admission to the Nursery class than the number of available places, the tiebreak will be **distance from the School**. This will be a distance measurement provided by Hertfordshire County Council's "find a school" service on the [hertfordshire.gov.uk](http://hertfordshire.gov.uk) website.

Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tiebreak will be random.





## Notes

- a. We apply these rules in the order they are printed. If more children qualify under a particular rule than there are places available we use a tie-break by applying the next rule to those children. Residence within the area defined in criteria 3 does not give an automatic right to a place in the school.
- b. The Children's Act 1989 defines a child who is 'Looked After' as a child or young person who accommodated by the local authority (Section 20) or a child or young person who is the subject of a full care order (Section 31) or interim care order (Section 38).

An 'adoption order' is an order under section 46 of the Adoption and Children Act 2002. A 'residence order' is an order setting out the arrangements to be made as to the person with whom the child is to live under section 8 of the Children's Act 1989. Section 14A of the Children's Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

- c. In respect of 'Children Looked After', Home address and 'sibling' the governors use the same definitions as HCC. (Please note that evidence of permanent residency at the quoted address may be sought. If no evidence is forthcoming the address to which Child Benefit is paid will be used.)
- d. A sibling means the sister/brother, half-brother/sister, adopted brother/sister, or a child of the parent/carer or partner, who lives in the same house as the child for whom the application is being made, from Monday to Friday.
- e. Every effort will be made to accommodate twins and other 'multiple births' applications provided that this does not breach maximum class size regulations.
- f. Children of teaching staff (QTS) will be considered in the following circumstances:
  - i. where the member of teaching staff has parental responsibility for the child and has been employed at the school for two or more years at the time at which the application for admission to the school is made, or
  - ii. the member of teaching staff is recruited to fill a vacant teaching post for which there is demonstrable skill shortage.

## CONTINUING INTEREST (WAITING) LIST AND 'IN YEAR' APPLICATIONS

In the event of more applications than available places the Governors will maintain a continuing interest list. These and late applications will go onto this list in a position determined by the criteria. If a place becomes available in the school it will be offered to the child that best meets the published admission rules.

Parents are requested to inform the Governors if they wish their child's name to be removed from the continuing interest list.

