

Policy for Admission to Our Lady and St Anne's Nursery

Children who reach their third birthday on or before 31 August of the year they are to be admitted are entitled to 15 hours of nursery provision per week. In this school, the entitlement is provided as shown in the diagram below.

Option A: first half of week

Day	Time	Total Hours
Monday	9am – 3.10 pm	6 hours 10 minutes
Tuesday	9am – 3.10 pm	6 hours 10 minutes
Wednesday	8.50am – 11.30 am	2 hours 40 minutes
Total		15 hours

Option B: second half of week

Day	Time	Total Hours
Wednesday	12.30 pm – 3.10 pm	2 hours 40 minutes
Thursday	9am – 3.10 pm	6 hours 10 minutes
Friday	9am – 3.10 pm	6 hours 10 minutes
Total		15 hours

Parents have the option to purchase additional sessions. Prices are reviewed annually. Details of costs and booking arrangements are available from the school office.

Governors may, should they choose, admit on the first day of the term following the child's third birthday if this falls after August 31st. Please note that this is at the discretion of the governing body.

Applications for places in our nursery class in September should be made directly to the school by 31st January. Offers of a place will be made by the school after 15th April (15th April is the offer day for reception places).

Attendance at our nursery class does not guarantee a place in our reception class.

Children with statements of special educational needs where the statement names a specific school will be offered a place.

If there are fewer applications than places available then every child will be offered a place. If there are more applications than places available, then the following over-subscription rules are applied and places are offered to children who are ranked highest.

1. Baptised Roman Catholic Looked after children in the care of a local authority or Baptised Catholic children that were looked after by the local authority and immediately after that became subject to an adoption, residence or special guardianship order (see definitions). Evidence of the appropriate order must be submitted.
2. Other Baptised Catholic children.
3. Children who are not baptised Roman Catholic Looked after children in the care of a local authority or non-Baptised Catholic children that were looked after by the local authority and immediately after that became subject to an adoption, residence or special guardianship order (see definitions). Evidence of the appropriate order must be submitted.
4. Children with a brother or sister (sibling) who will be on the school roll on September 1st 2013.
5. Other children.

The following criteria are not in priority order. Governing Bodies can exercise discretion in the light of individual circumstances.

- Distance from home address to nursery measured in a straight line using the Local Land and Property Gazetteer or a suitable alternative geographical information system.
- Special reasons such as:
 - a. Family breakdown
 - b. Three or more children under five years old in one household
 - c. Children who are at an educational disadvantage because their use of the English language is minimal or non-existent
 - d. Home accommodation unsuitable for young children
 - e. Failure to thrive socially, medically or psychologically
 - f. Physical, sensory or learning difficulties

If special reasons are to be considered, detailed written information about the child's circumstance will be required.

Schools that have had to refuse a place because there are more applications than places available will keep a waiting list of applicants. If a place becomes available it will be offered to the applicant on the waiting list who ranks highest in accordance with the published admission rules.

There is no appeal procedure for parents refused a place in a nursery class or nursery school.

Parental responsibility

Parents who share responsibility for the care of their child are expected to reach agreement to a nursery placement between them. In the event of a dispute the school will accept the application from the parent to whom the child benefit is paid.

Definitions

A **Looked After Child** is a child who is in the care of a local authority in accordance with section 22 of the Children Act 1989 at the time the application for admission to school is made and whom the local authority has confirmed will still be looked after at the date of admission.

An **Adoption Order** is an order made under section 46 of the Adoption and Children Act 2002.

A **Residence Order** is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989.

A **Special Guardianship Order** is an order appointing one or more individuals to be a child's special guardian or guardians.