



NURSERY CLASS ADMISSION POLICY

Our Nursery provision offers the following places:

- 26 full time places

Our Full time provision runs from Monday to Friday – 9.00am to 3.00pm

Children will be admitted to the Nursery Class at the beginning of the school year in which they will reach the age of four. Applications/Enquiries are to be made at the Infant School office.

You may register your child's interest in a place by completing the Nursery Preference Form which can be found on the school website under Admissions, or attending the school office in person.

Some children are currently eligible for 30 hours funding. Details of requirements for eligibility for this funding can be found at <https://www.childcarechoices.gov.uk>

An eligibility code must be obtained to access this funding and regular updates are required.

Where a family becomes ineligible, the local authority procedure regarding grace periods and reapplication must be followed.

School meals have to be paid for at a cost of £2.10 per meal.

Admissions to our Nursery Class **does not** automatically guarantee admission to the Primary School.

An Open Day usually takes place during February/March prior to your child starting in September when you can attend to view the Nursery and staff are available to answer any queries you may have.

Places are allocated in line with our admissions criteria listed below and any applicants who do not receive any offer will be placed on our waiting list.

1. Children from whom the local authority has specific responsibility e.g. children on the Child Protection Register, children with an EHC Plan or referred for an EHC Plan to be prepared.
2. Children (siblings) with an older brother or sister already at the school who will still be in attendance at the time the sibling enters the school.
3. Children who live nearest to the school.

You will be informed whether you have obtained a place by letter towards the end of April/beginning of May. Alternatively, you may receive a letter explaining that you are on the Waiting List.

Parents are required to accept or decline the place by either returning the paperwork sent to them following being offered a place, or alternatively, completing the form stating they wish to remain on the waiting list. Failure to return the form may result in the place being withdrawn and, in the case of oversubscribed settings, a place offered to the next on the waiting list.

Once a place has been offered to your child you will need to provide proof of address (a utility bill, but not a tenancy agreement) and proof of date of birth of your child (birth certificate or passport).

Parents will be required to complete and sign a Declaration Form.

Prior to starting Nursery you will have a one to one meeting with the nursery staff for your child to meet with their teacher and see the setting.

Starting nursery is staggered and details will be forwarded to you by letter.

A separate application for admission to Reception will need to be made in accordance with the local authority co-ordinated admissions scheme, attendance at St Peters CE Nursery Class **does not** guarantee a school place at our school.

Mrs A Leonard
Headteacher

This policy will be reviewed in September 2026