

DURDAN'S PARK PRIMARY SCHOOL

NURSERY ADMISSIONS POLICY



Policy Reviewed On: June 2019

Next Review Date: June 2020

15 Hours free Early Years education

All three and four year olds, from September 2010, are entitled to 15 hours free early years education per week for 38 weeks per year at a registered provider. This entitlement commences from the term following their third birthday.

30 Hours free Early Years education

Some families may be eligible for 30 hours of free early years education. Applications are made centrally through www.gov.uk. If you are eligible for the extra hours, parents/carers must sign up online to receive a code which you must pass on to the school.

Applications for admission

Parents seeking a place at the Nursery should complete the standard Durdan's Park Application form. Parents/carers may apply for a Nursery place at any time and parents will be advised on procedures but places will not be allocated by length of time on the list. Places will be offered according to Durdan's Park Admissions Criteria set out below.

Over Subscription Criteria

When the number of applications for admission exceeds the number of places available the following criteria will apply in order –

1. Children in the care of the local authority.
2. Children with exceptional medical, educational or social needs supported by written evidence from an appropriate professional.
3. Children, starting with the oldest, whose home address is closest to school (a straight line on a map from the parental home to the school is used to calculate the distance). We regard the parental home address to be where the child spends the majority of their school week, Monday to Friday including nights, Evidence of address will be required.
4. Children who have a sibling(s) who will still be attending the nursery/school at the time of admission.
5. Oldest child by date of birth

Any case where two or more children rank equally under any of the above criteria and there is only one place available, the tiebreaker is the oldest child by date of birth.

If the parents of a child with a statement of special educational needs nominate Durdan's Park Nursery, that child will be allocated a place at the school before all other applicants.

Attendance

Attendance will be for 5 sessions per week – either every morning, 8:45-11:45 or every Afternoon, 12:30-3:30 .

Places are offered before the beginning of the term following the child's third birthday. If a child is absent for an extended period (i.e. more than 4 weeks) without the approval of the Head Teacher for holidays or long stays elsewhere, the place can be reallocated.

Waiting List

Where it is not possible to offer a child a place they can remain on the waiting list and places will be allocated from the list as they become available during the term. The waiting list will be ranked according to the oversubscription criteria and may change if late applications are added.

Admission to the School

There is no automatic admission into the main school from our nursery class. At the appropriate time parents/carers will need to complete a London EAdmission form online. You will be notified at the appropriate time when you need to do this. Places in the school are allocated centrally by the Local Authority of Ealing and the school have no part in giving out school places.

Parent

This includes all of those people, including carers, who have parental responsibility for a child as set out in the Children Act 1989. Some children are in care and looked after by the local authority, which acts as parents.

Siblings

Siblings are children who have either the same mother or father, or they are children who live together in a family unit and with their parent(s)/carer(s). Siblings must live at the same address as the child for whom the applicant has parental responsibility.

Home Address

The home address is the permanent address of the parents/carers and their child. That is taken to be the address of the parent/carer who receives child benefit for the child and is assumed to be the address where the child spends the majority of their time, even if he or she lives at a different address for some days of the week. The school reserves the right to request documentary proof of address and/or to take reasonable steps to verify residence at the address provided.

Children in Care

This is a child who is in the care of a local authority or provided with accommodation by that authority; or in an arrangement supported by the local authority.

Other Information

Places can and will be offered to children resident in other local authorities once all the children resident in Ealing have been offered places.

Applications can be made at any time from birth.

Durdan's Park Nursery will admit children each term if places are available.

Parents will be asked for a copy of the child's birth certificate, red book and proof of address.

As part of the application process, you will be invited to attend an open day, stay and play sessions and home visits will be carried out by a member of the Nursery team prior to allocation of a space.