

New Hartley First School

Nursery Admissions Policy

Status: Statutory

Created/Reviewed: Spring 2018

Next Review: Spring 2020

The standard number for nursery as set by the school is 26. Applications for nursery places should be received no later than the 1st March every year. If the nursery is full any applications received after the closing date will be placed on a waiting list and places allocated according to date received.

Admission Criteria

Children will be admitted in the Nursery Class, for 3 hours per day, no earlier than the term following the child's third birthday. Intake is possible at the start of each term depending on places available. Offer letters will be sent at the following times:

- First half of summer term for an autumn term start
- First half of autumn term for a spring term start
- First half of spring term for a summer term start

A deadline for acceptance will be noted with the offer letter. If a reply is not received then the school will contact the parents of the child to ascertain whether a place is still required. If the deadline passes without a place being accepted the offer will be withdrawn and the place offered to another child. Where the demand for places exceeds the number available, places will be offered by applying the following criteria:

- Looked after Children who are in the care of a local authority
- Are applying for all day place (30 hours per week)
- Those who have siblings already attending New Hartley First School
- Those living within the catchment area of New Hartley First School
- Date of birth (eldest first)
- Pupils on whose behalf evidence of exceptional medical or exceptional social need is presented
- Those within the catchment area of Seaton Valley Partnership schools
- Any other applications, will be considered, where vacancies exist, on a first come first served basis.

If your child cannot be offered a place there is no right of appeal against that decision.

If a nursery place is offered to your child, the following conditions will apply:

- Acceptance of a place must be received by the stated deadline date.
- If the acceptance deadline passes without acceptance being received by the school, the offer will be withdrawn. A letter notifying this course of action will be sent.
- Once a child is admitted to Nursery Class/School, regular attendance is expected.