



**LONG DITTON**  
INFANT AND NURSERY SCHOOL  
THE HEART OF LONG DITTON SINCE 1911

### **Nursery Admissions Policy**

Last reviewed:	Autumn 2020
To be reviewed:	Summer 2021

A child can be admitted into a nursery class at either the start of the term following the child's third birthday or the day the child is 3 years old. This will ensure that children will have at least 3 terms in nursery education prior to entry into reception class of a mainstream school. Consistent attendance on a regular basis is expected of all children.

**It should be noted that admissions to any nursery even those attached to a school does not guarantee admission to the reception class of a particular school. Parents must follow normal procedures when applying for full-time education**

The nursery class operates two part-time 15 hours' Universal entitlement funded sessions per week and a limited number of 30 hour spaces are also available. These 30 hour spaces are made up of 15 hours' Universal entitlement funded and 15 hours \*\*Extended entitlement. This means that children can either attend 5 morning or 5 afternoon sessions per week or where available 5 full days per week.

Parents wishing their child to attend our nursery setting must obtain and complete an application form and return it to the school office when your child is two or as soon after as possible. The school will endeavour to inform parents by letter of the outcome of their application at least one term before admission. If a child is offered a place parents must confirm acceptance by the date stipulated by the school. The final decision on when the child is admitted, and the allocation of afternoon, morning or day sessions rests with the head teacher and governing body of the school.

### **ADMISSIONS CRITERIA**

N.B. These criteria will only apply when we are oversubscribed and therefore cannot admit all of the children whose parents are applying for a nursery place.

The Governors will consider all applications in accordance with the following criteria set out in priority order. Length of time on any waiting list will not be taken into account.

#### **Preference 1 - Children in public care**

In this category children in the care of the local authority or previously in care and left through adoption, a child arrangements order or a special guardianship order.

#### **Preference 2 - Social or medical needs**

In this category examples of both special educational and social need are given. There is no priority within the category but governors will take into account the severity of the child's needs using the examples given when deciding places within this category. Children with multiple needs will be given priority. Written evidence may be required by a medical professional.

It is anticipated that up to 20% of nursery places will be allocated to children with special educational needs whether stated or not.

Examples of special educational needs (in no specific order) might include children with:

- Children on the Child Protection Register, those deemed by Social Services as children at risk, or in local authority care
- Emotional and behavioural problems
- Hearing difficulties
- Lack of personal interaction and stimulation
- Physical disabilities
- Speech and language problems
- Visual difficulties
- Children who are referred by the education psychological service.
- Families and children who are eligible for Pupil Premium funding.

Examples of social need which may be considered (in no specific order) might include:

- Children who were multiple births (twins, triplets)
- A child with a confined playspace (those living in a bedsit, top floor flat, hostel, caravan, mobile home or children with no garden)
- A child with a parent living alone
- A child in a large family (4 or more children)
- A child with parents under 20 years of age
- A child in sole care of grandparents
- A child who has two or more siblings under 4 years of age
- A child of parents with disabilities or a child who has siblings with disabilities
- A child who is cared for by a "Young Carer".
- Children from minority ethnic groups particularly those for whom English is an additional language.
- A child who is gifted who lacks social interaction

It is again anticipated that up to 20% of nursery places will be offered to children with social or medical needs.

### **Preference 3 - Siblings**

- a) A child with a brother or sister (including children living as siblings in the same family unit) who requires a significant amount of additional support.
- b) A child who has a brother or sister (including children living as siblings within the same family unit) on the school roll who will still be attending the school when the younger sibling joins the nursery.
- c) **Children who have a sibling at Long Ditton St Mary's Junior School at the time of admission** - Siblings may include a brother/sister, half-brother/sister, step-brother/sister, adoptive brother/sister or foster children living in the same family home.

#### **Preference 4 - Age related priorities**

##### **Children who will turn 4 years old between 1 September 2020 to**

**31 August 2021** (this is to give priority to older children who will be due to transfer to Reception in the next academic year and hence only have one year left to attend nursery).

**Children who will be 3 years old between 1 September 2020 and 31 August 2021** (these children will be able to stay on in nursery for another year in 2021/22 as they will not be due to start Reception until September 2022).

#### **Preference 5**

“Children of staff at Long Ditton Infant and Nursery School.” This may include step children, adoptive children, foster children living in the same family home as the member of staff.

#### **Preference 6**

Remaining places will be allocated based on proximity to the school using the shortest radial route (straight line distance) to the school gate.

#### **\*\* Eligibility Criteria for the Extended Entitlement**

A child qualifies for free childcare if they are resident in England and under compulsory school age:

both parents are working (or the sole parent is working in a lone parent family), and each parent earns, on average:

- a weekly minimum equivalent to 16 hours at national minimum wage (NMW) or national living wage (NLW);
- and less than £100,000 per year.

Families where one parent does not work (or neither parent works) will not usually be eligible for the extended entitlement. However, the extended entitlement will be available where:

- both parents are employed but one (or both parents) is temporarily away from the workplace on parental, maternity or paternity leave;
- both parents are employed but one (or both parents) is temporarily away from the workplace on adoption leave;
- both parents are employed but one (or both parents) is temporarily away from the workplace on statutory sick pay;
- one parent is employed and one parent has substantial caring responsibilities based on specific benefits received for caring; or
- one parent is employed and one parent is disabled or incapacitated based on receipt of specific benefits.

- Both parents are working (or the sole parent is working in a lone parent family).

This also includes: Full-time carers; Job Seekers; Persons on maternity & paternity leave.

- Each parent has a weekly minimum income equivalent to 16 hours at national minimum wage or living wage. (£5574 per annum or £107 per week)
- Neither parent has an income of more than £100,000 per year.