

AYCLIFFE DRIVE PRIMARY SCHOOL



Nursery Admissions Policy

Strategy Committee

**Updated February 2018
To be reviewed 2019**

Staff Responsible

Mrs M Green Headteacher
Strategy Committee Governors

Introduction

Aycliffe Drive Primary School's Governing Body is responsible for Nursery admissions. The Governors will admit up to the admission number of 45 children into the Nursery which offers 15 hours per week, morning and afternoon sessions. Children who are eligible may attend for 30 hours (these children will count as 2 admissions).

Applicants should apply directly to Aycliffe Drive Primary School using the School's own Nursery Application Form before 21 March 2018, which can be collected from the School office, Nursery, Pre-School or downloaded from our website, www.aycliffedrive.herts.sch.uk.

Please note that the information in this policy is correct for the year shown. Policies for future years may well be different.

HOW PLACES ARE OFFERED

Children who have a Statement of Special Educational Needs or Education, Health and Care Plan, in which this school is named, will be offered a place at the school. A copy of the EHCP must be sent in with application otherwise it will not be possible to consider application under the 'Special Educational Needs' rule.

After the closing date for applications, if there are more applications than places available, the criteria outlined below will be used to prioritise applications.

Rule 1: Children looked after and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order). Please return supporting professional evidence when submitting application otherwise it will not be possible to consider application under the 'Child looked after' rule.

Rule 2: A child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan. Please provide evidence of this with application form. Please return supporting professional evidence when submitting application otherwise it will not be possible to consider application under the 'Child at risk' rule.

Other applicants where the following criteria are considered to determine priorities:

- 1) Children for whom it can be demonstrated that they have a particular medical or social need to go to the school. Please return supporting professional evidence when submitting application otherwise it will not be possible to consider application under the 'Social/Medical' rule.
- 2) Children who have a sibling at the school, unless the sibling is in the last year of our school (year 6).
- 3) Any other children.

If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. If more children qualify under criterion 2 than there are places available, priority will be given to those who live nearest to the nursery as measured in a straight line. Where there is a need for a tie break where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.