



Admission Arrangements for Redbrook Hayes Community Primary School Nursery (Explorers)

At Redbrook Hayes Community Primary School, we recognise the vital importance of an exceptional Early Years experience. In order to secure this, we have crafted a Nursery setting that welcomes learners from the age of two, combining our previously Maintained Nursery with our private provision. **We are different from many other providers as we offer a teacher-led setting for all children, with a focus on exceptional early learning and progress, using a blend of structured play, continuous provision and adult-focused learning, for all of our children.**

Our Nursery and Childcare is overseen by the Governing Body, which is responsible for admissions for our Nursery children, unlike the rest of the school where admissions fall under the jurisdiction of the local authority. For information about Admissions for Reception, Key Stage One or Two, please visit the determined admission arrangements for the current year on the Staffordshire website at <https://www.staffordshire.gov.uk/education/schoolsandcolleges/admissions/primary/home.aspx>

Two Year Old Admissions

Our Nursery accepts children from the age of two. Parents may be eligible for funding of these places through the 'Think2' project; for more information on this, please visit:

<https://www.staffordshire.gov.uk/education/childcare/families/EarlyEducation/think2/fundedplacesfortwoyearolds.aspx>

Alternatively, parents may choose to pay for these places, further information on which is available from the School Office.

Admission for Two Year Old children is based on space in the setting, and is outlined in the criteria below.

Three Year Old Admissions

Nationally, from the term after their third birthday until they start school in Reception, all children are entitled to 15 hours of free early learning and childcare per week for 38 weeks of the year during school term time. You may also be eligible for an additional 15 hours, known as '30 Hours', which we are also able to offer through our setting. Please contact the school office for more information and eligibility criteria:

<https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>

If you are not eligible for these extra hours, we are able to offer paid additional hours, known as childcare, which can also be booked through the school office and paid for directly by parents and carers. Before you apply for a place at any setting we recommend that you visit as many as you are able; this will ensure that you see the differences between each provision and can make the best choice for your child. We welcome parents and carers to our school and offer a tour and opportunity to meet with staff in order to help you find out as much as possible about us. If you would like to arrange a tour please contact Mrs Hughes in our school office on 01889228740 or office@redbrookhayes.staffs.sch.uk.

Our Offer

Our Nursery and Childcare provision is within our Early Years Foundation Stage and offers integrated learning and enrichment for children aged two to five, led by a teacher and supported by our superb learning team. We want to be as flexible as possible to enable as many children to experience this opportunity, and our offer is outlined below.

Our admissions offer allows for all 52 places to be allocated on a first come, first served basis, irrespective of the funding used to pay for the provision. As such, we accept learners throughout the year and continue to do so until we have reached capacity. We encourage regular attendance, particularly for our three and four year olds, and offer 15 hours as a block in the morning or afternoon; 30 hours is taken over 5 days, 8.45 – 3.15pm.

We strive to be able to offer Early Years education to as many children as we can. However, in some cases there may be more applications for the setting than there are places and, in this instance, admission to Nursery will be determined by the oversubscription criteria detailed below.

Oversubscription Criteria

If the total number of applications for admission to the nursery setting exceeds the number of available places, then the following order of priority will be used to allocate the available places.

- 1) Relevant Children in Care, including those previously determined as Looked After Children. (That is, children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
- 2) Children who have an elder brother or sister in attendance at the school and who will still be attending the school at the time of the proposed admission date. *(For admission purposes, a brother or sister is a child who lives at the main address provided and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the main address, whose parents live as partners.)*
- 3) Children living within the defined catchment area of the school.
- 4) Other children will be arranged in order of priority, according to how near their home addresses are to the school determined by Google Walking Route Map.

Where it is not possible to accommodate all children applying for places within a particular category then we will allocate the available places in accordance with the next criteria. If for instance, all the catchment area cannot be accommodated, children who are catchment and live closest to the school will be admitted next.

Notes:

- **This list will be reviewed every time a vacancy becomes available, and the place offered accordingly. This applies irrespective of how long a child has been on the waiting list. Should the place not be required by those with first refusal, it will be offered to the next most eligible.**
- **Once a child is on roll, they will not be removed unless the Terms and Conditions for accessing the provision are not met.**
- **Parents must reapply for places in Reception as per Local Authority admissions.**

How to apply

All applications must be made using the admissions form and any other supporting documentation required. This is available from the School Office.

Additional Notes

Attendance at the nursery will not guarantee admission to our Reception Class or give any advantage to the child's application for Reception. Parents must reapply for admission to Reception at the appropriate time through their Home Local Authority.

In accordance with legislation, children who have a statutory statement of special educational need or Education, Health and Care Plan that names the nursery will be admitted to our Nursery setting. This may reduce the amount of places available to other applicants.

Relevant Children in Care means children who are in the care of a local authority in accordance with section 22 of the Children Act 1989(b) and who (a) are looked after at the time an application is made and (b) in relation to whom the local authority has confirmed that the children will still be looked after at the time when the child will be admitted to school. It has also recently been extended to include those previously determined as Looked After Children. (That is, children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

The home address is considered to be the child's along with their parent/carers main and genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than legal guardianship) the friends or relatives address will not be considered for allocation purposes.

Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week, parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

If there are a limited number of spaces available and we cannot distinguish between applicants using the criteria listed, such as in the case of children who live in the same block of flats or are the result of a multiple birth, then the child or children who will be offered the available spaces will be randomly selected by drawing lots.

There is no statutory right of appeal for admission to a nursery setting. Any disputes over the administration of the policy will be dealt with by the Governor's complaints procedure.