



Hawes Primary School Nursery Admission Policy



At Hawes Primary School we offer high quality Early Years provision within our Early Years Foundation Stage unit which is made up of a nursery class and reception class. The nursery has 15 places for children aged 3 to 4 years old.

Parents/carers may access their 15 hours per week free early year's education for 38 weeks a year during term time. They will be required to sign a parent/school contract stating whether their child will be accessing their full 15 hours free entitlement at Hawes School in the academic year following their third birthday.

Session times are as follows:

Morning Session 9.00am - 12.00pm

Applying for a place in the Nursery

The responsibility for determining the admissions for nursery age children has been delegated to the Governing Body of the school by NYCC. The Governing Body has delegated this responsibility to the Headteacher and the EYFS lead.

Application process:

- Parents can register an interest for their child to attend the nursery by contacting the school office and completing the appropriate form. **Completion of this form and being placed on the register of interest list does not guarantee a place in the nursery.**
- The admissions will be ranked according to the Hawes Primary School Nursery Admissions Criteria listed below and **not** according to when the application was made.
- The offer of sessions will be made by the school and will have to be accepted by the parents.
- If your child has been offered a place in the initial allocation, you will receive an invitation letter. The place is not secure until you have responded to the invitation letter.
- Once a child has a place allocated, their 15 hours of free early years' education is theirs until they leave. However sessions that have been allocated but not used on a regular basis (other than sickness/family holiday) may be reallocated to another child if there is a waiting list.

Criteria for Admission into Hawes Primary School Nursery

ORDER OF PRIORITY	Notes
First priority: Children and young people in Public Care for whom the school has been expressed as a	This applies to all looked-after children, including those who are in the care of another local authority. In the case of previously looked after

<p>preference and previously looked after children, that is children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.</p>	<p>children, a copy of the relevant documentation will be required in support of the application.</p>
<p>Second priority: Children who are recommended by the Director of Children and Young Peoples Service, including children in the care of a local authority, or by the appropriate designated medical officer.</p>	<p>Note: we will only consider applications in this category if they are supported by a recommendation from a doctor, social worker or other appropriate professional which sets out the particular reason(s) why the school in question is the most suitable school and the difficulties that would be caused if the children had to attend another school.</p>
<p>Third priority: Children from homes with poor housing conditions or overcrowding, or from a background which could affect the child's normal educational development.</p>	<p>Note: this should be supported by the recommendation of a doctor, social worker or other appropriate professional.</p>
<p>Fourth priority: Children within the normal area of the school, giving priority to the oldest children first.</p>	
<p>Fifth priority Children from outside the school's normal area, giving priority to those whose home is nearest to school first.</p>	

Criteria for Admission into the Nursery Oversubscription

If more applications are received than can be accommodated, the children from each priority category will be considered in turn until all available places have been allocated.

Register of Interest (waiting) lists

A register of interest list of applicants will be held in case spaces become available during the year. Criteria.

Attendance for nursery aged children has no bearing on admission to Reception.
A separate admissions form for Reception children will have to be made in line with the local authority co-ordinated admissions scheme. www.north.yorks.gov.uk/admissions

Date: July 2017

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