

East Harling Primary School and Nursery



Maintained Nursery Admission Policy

In Norfolk admissions to maintained nursery schools and nursery classes are no longer managed by the Local Authority.

Parents/Carers are invited to place their child's name on the waiting list held in the school office.

Children will generally be admitted to our nursery class in the September after their third birthday.

All three and four year olds are currently entitled to 15 hours of free early learning and childcare per week, for 38 weeks per year during term time. In our nursery, this is currently offered as 5 x 3 hour sessions per week.

It is the school's policy that children are offered a place with the expectation that they will attend five sessions a week. In the event that the Nursery is undersubscribed the school may consider requests from parents who wish for their child to attend fewer than five sessions on a weekly basis. The school may offer alternative provision for children with special educational or health needs. In line with Norfolk County Council policy, parents will be asked to complete a termly claim form, indicating where they would like to claim their child's free early years entitlement. Parents will be charged (based on the current funding rate) for any sessions that their child attends that has not been claimed for at the start of term. In April 2010 this equates to £10.00 per three hour session.

If our nursery class is over subscribed we use the following Local Authority criteria to prioritise places:

1. Children with a statement of special educational needs naming the nursery
2. Children in public care who are due to access three and four year old funding
3. Children who are due to access three and four year old funding who are living in the area served by the school and nursery and who have a brother or sister attending the school
4. Children who are due to access three and four year old funding who are living in the area served by the school and nursery
5. Children who are due to access three and four year old funding living outside the area served by the school and nursery and who have a brother or sister attending the school
6. Children who are due to access three and four year old funding living outside the area served by the school and nursery

If all children cannot be offered a place using the above criteria, the highest priority in each category will be given to the children living nearest the nursery. This distance will be measured on a straight line "crow fly" basis, using Ordnance Survey data. The address will be measured from the post office address point on the property.

Parents/Carers will be notified if their child has a place in our nursery at the start of the summer term.

To support smooth transitions we will contact all Parents/Carers prior to admission date inviting them to attend an induction meeting, offering a home visit and a chance to visit our nursery.