

*Lanchester E.P. (Cont.) Primary School*

A Caring Community  
Where All Can Flourish



Admissions  
Policy

# Lanchester E.P. (Cont.) Primary School

## Admissions Policy

The school adheres to the admission policy as written by the Local Authority. A brief summary of the policy is shown below. Fuller details may be obtained from the main office at the school.

### Nursery

Parents may apply for their child's name to be placed on a waiting list from the beginning of the school year (1st September to 31st August) in which the child has his/ her second birthday. A form can be collected from the main office or accessed from the website. The form must be returned to the main office at Lanchester E.P. (Cont.) Primary School.

There is no catchment area for places but policy dictates that preference will be given to children who live within the administrative area of Durham Local Authority.

All children have equal access to places in Nursery regardless of race, gender, religious belief, intellectual, physical, social or cultural background. Criteria for admission to Nursery is based on age.

Children are admitted in the term following their third birthday, depending on the number of spaces.

Children are offered 15 hours a week and this is offered in 4 different ways depending upon availability:

- All day Monday, all day Tuesday and Wednesday morning
- Wednesday afternoon, all day Thursday and all day Friday  
(full days are 8.45 – 3.15 including lunch)

Children can also be offered 30 hours a week and this is full days from 8.45 a.m. until 3.15 p.m. Parents of three and four year olds will need to meet certain criteria in order to be eligible for 30 hours free childcare. More information about this can be found at [www.durham.gov.uk/earlyyears](http://www.durham.gov.uk/earlyyears). Parents can check their eligibility on the Childcare Choices website ([www.childcarechoices.gov.uk/](http://www.childcarechoices.gov.uk/)).

### PLEASE NOTE:

There is no automatic transfer from Nursery to Reception and if you want a Reception class place for your child you **must** make an application.

Durham Local Authority encourages applications to be made on line, the website address is as follows:-  
[www.durham.gov.uk/schooladmissions](http://www.durham.gov.uk/schooladmissions)

Applications must be made by 15th January 2018. You need to submit your application on time in order to have the best chance of getting the place you want.

### School

From September 2018 the admission limit in Reception at Lanchester E.P. (Cont.) Primary School is 52. As a maintained Primary school in Durham Local Authority all admissions are made directly through the local Authority. The telephone number is 03000 260000 and you need to request Primary Admissions. However, we do encourage parents to contact school and make an appointment to view the school before completing admission forms.

Mrs Jane Davis (Headteacher)

Mr Michael Knowles (Chair of Governors)

September 2017