



MONKHOUSE PRIMARY SCHOOL ADMISSION POLICY FOR NURSERY CLASSES IN COMMUNITY AND TRUST SCHOOLS IN NORTH TYNESIDE 2019

Applications for nursery places should be made directly to the school before the end of January preceding admission in September. Offers of place will be made as soon as possible after this date.

The local authority is required to ensure that there is sufficient nursery provision within the borough for three year olds and four year olds, leading up to their statutory school starting age. In addition and in accordance with the Education Act 1996, children with a Statement of Special Educational Needs/Education Healthcare Plan are required to be admitted to the school named in the statement/EHC plan.

In accordance with the Education Act 1996, children with a Statement of Special Educational Needs are required to be admitted to the school named in the statement. **Thereafter the following oversubscription criteria will apply.**

Oversubscription criteria for the 15 hour Free Universal Offer all children are eligible for (mornings only 8.45-11.45am)

Oversubscription Criteria

1. Looked after children in the care of a local authority or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements (formerly residence) or special guardianship order. **See Note 1 below.**
2. Pupils who live within the catchment area of the nursery school/class (pupils in this category with a sibling link (an older brother or sister) who will be attending the school in September 2019 will be given priority.
3. Sibling link (an older brother or sister) to include adoptive siblings, half siblings, step siblings and long term fostered children residing at the same address and who will be attending the nursery school/class in September 2019.
4. Shortest distance measured as a straight line from a single fixed central point of the home address (including flats) to the central point of the nursery school/class using the Local Land and Property Gazetteer and the Council's Geographical Information System (GIS) system.

N.B The above distance measurement will also be used as a 'tiebreaker' within each criterion, if necessary. In the case of flats if there is more than one home address with the

same measurement the flat with the lowest number will be offered the place. In all other cases of the same measurement, random allocation will be used.

It should be noted that *universal offer* places in a nursery school or nursery class should be on a part- time basis (5 mornings per week) and this will be the maximum amount of funding allocated. One nursery session is based on three hours in length.

Full time places can only be agreed in exceptional circumstances and in agreement with the local authority.

The school's nursery admissions' total is 26 places. Multiple birth children will be considered independently from their family member/s, therefore if they cross the admissions' maximum, we will not be able to offer places to the sibling who is over the total admission number.

NOTE 1

A looked after child is a child who is in the care of a local authority in accordance with section 22 of the Children Act 1989 at the time the application for admission to school is made and whom the local authority has confirmed will still be looked after at the date of admission.

An adoption order is an order made under section 46 of the Adoption and Children Act 2002

A residence order is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989

ADDITIONAL 15 HOURS FUNDED PROVIDION FOR WORKING FAMILIES **KNOWN AS THE 30 hour offer**

Monday – Friday 12.30-3.30pm with wraparound cover available at Rise and Shine Playgroup for a charge)

From September 2017, it is possible for working parents to be entitled to 15 *additional* funded hours; however this will be subject to eligibility criteria which apply at the time of the application. **Parents must have successfully applied to Childcare Choices for a 30 hour code, the term before they want to access the 30 hour entitlement.**

Parents must have applied for a 30 hour eligibility code by the following dates, if they are to receive the additional hours:

- 31st August to take the entitlement in Autumn Term
- 31st December to take the entitlement in Spring Term
- 31st March to take the entitlement in Summer Term

Parents must have a valid 30 hour eligibility code on the following dates, in order to take up the additional 15 hour entitlement for the first time at the school. i.e. the code must be valid on the following dates for new starters, otherwise they will not receive the additional 15 hours:

- 1st September for Autumn Term
- 1st January for Spring Term
- 1st April for Summer Term

Option 1	The school will offer the universal 15 hours entitlement and the additional 15 hours of provision for working parents.
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Oversubscription criteria for the additional offer which some families will be eligible for (30 hours per week)

- The same as the current criteria for the universal offer (15 hours of nursery provision)

Additional provision will only be offered whilst parents are eligible. If eligibility changes, the school will give the appropriate notice to families.

Waiting Lists

Where parents are refused a place, schools will keep a waiting list of the names of applicants up to the start of the Autumn Term or ongoing. Children are placed on the waiting list according to the oversubscription criteria regardless of when their application was received. Within each criterion their place is ordered by shortest distance to the school measured in a straight line, from a single fixed central point of the home address (including flats) to the central point of the school using the Local Land and Property Gazetteer and the Council's Geographical Information System (GIS), with those living closer to the school receiving higher priority.

If a place becomes available it will be offered to the child at the top of the waiting list. This means a child who is on the waiting list will move down the list if another late application is received that falls within a higher priority under the oversubscription criteria.

There is no appeal procedure for parents refused a place in a nursery school/class but if parents feel that they have been unfairly treated then they can go through the Schools Complaints procedure through the Governing Body.

GUIDANCE FOR Parents for the additional 15 hour funded nursery provision

15 HOURS FREE UNIVERSAL PROVISION (every morning 8.45-11.45am)
PLUS THE ADDITIONAL 15 HOURS (over 5 afternoons 12.30-3.30pm)
Wraparound provision is offered on a paid basis by Rise and Shine Playgroup

From September 2017, it became possible for working parents to be entitled to 15 additional funded hours bringing the total eligible hours to 30 hours per week; however this is subject to eligibility criteria which apply at the time of the application. Parents will need to check their eligibility for the additional 15 hour provision following the link below.

<https://www.gov.uk/30-hours-free-childcare>

Eligibility (taken from the website January 2019 – please check website for current eligibility)

You can usually get 30 hours free childcare if you (and your partner, if you have one) are:

- in work - or getting parental leave, sick leave or annual leave
each earning at least the [National Minimum Wage or Living Wage](#) for 16 hours a week - this is £125.28 if you're over 25. This earnings limit does not apply if you're self-employed and started your business less than 12 months ago.
You can get 30 hours free childcare at the same time as claiming Universal Credit, tax credits, childcare vouchers or Tax-Free Childcare. If you cannot work
You may still be eligible if your partner is working, and you get Incapacity Benefit, Severe Disablement Allowance, Carer's Allowance or Employment and Support Allowance.

You're not eligible if:

- your child does not usually live with you
- either you or your partner has a [taxable income](#) over £100,000
- you're from [outside the EEA](#) and your UK residence card says you cannot access public funds

If you foster your child, you cannot apply online for 30 hours free childcare. Speak to your social worker and your [local authority](#) if you want to apply.