



ST JOSEPH'S CATHOLIC NURSERY
Dobbin Close, Belmont, Harrow, HA3 7LP

2020 – 2021 ADMISSIONS POLICY FOR NURSERY
(Date of Birth: 01/09/2016 – 31/08/2017)

MISSION STATEMENT

**At St Joseph's
we love, learn and live
by the example of Jesus Christ**

In a happy Catholic environment, we work to help our children grow closer to God and to respect and discover the best in each other.

We want the children to enjoy and make the most of their learning experiences together - to develop their many talents and achieve their highest potential.

We encourage our children to be responsible and caring members of the wider community.

We are committed to the well-being of the staff and to their continuing professional development.

We regard highly the special relationship we have with our parents and wish to strengthen it.

We value and appreciate the support we receive from our *Governors, Clergy* and Parish Community.

The Governing Body will consider all applications for admission to the Nursery in accordance with their Criteria for Admission (see overleaf).

ST JOSEPH'S CATHOLIC NURSERY

MAKING AN APPLICATION

Applicants must complete, and return to **ST JOSEPH'S SCHOOL OFFICE**, the Nursery Application Form (obtainable from the School Office, Children's Centre and online at www.stjosephs.harrow.sch.uk). You should also provide the stipulated documentation, including the child's proof of date of birth, original baptismal certificate and proof of address.

The closing date for return of forms to School Office is: **Friday, 7th February 2020**. Offer letters will be sent out as soon as possible after this closing date.

PLEASE NOTE: Admission to St Joseph's Catholic Nursery **DOES NOT** guarantee a place at St Joseph's Catholic Primary School. A completely separate application process exists for school admissions.

In **addition** to this application, the admission of a pupil with an Education, Health and Care Plan (EHC) is dealt with by a completely separate procedure. Details of this **additional** procedure are set out in the *Special Educational Needs Code of Practice*.

Applicants must provide proof of their residential address. The **ONLY** Acceptable forms of documentation are: current Council Tax bill, a copy of tenancy agreement arranged through a letting agent/estate agent or a recent letter from the housing department/housing association. **ORIGINAL DOCUMENTATION ONLY WILL BE ACCEPTED. Independent verification may be sought of the applicant's residential address.**

Unsuccessful applicants may ask to be placed on a Waiting List for the nursery. If a place becomes available, this will be allocated in accordance with the Nursery's Criteria for Admission.

If any places become available in Nursery during the year (September – July), the Governors will consider applications for children to start the term **after** they reach 3 years of age.