

**Nursery Admission Policy for the Academic Year 2023/24**



This policy outlines the early years provision offered at Hexham First School and will be used to determine admission arrangements for children starting Hexham First School Nursery Class. All admission decisions can be justified by reference to the criteria set out below.

**Universal Entitlement (15 hours)**

Following the term in which a child turns 3, all 3 and 4-year old children are entitled to 15 hours early years provision per week for 38 weeks of the year.

- Children born in the period 1st September to 31st December: the start of term beginning on or following 1st January after the child's 3rd birthday;
- Children born in the period 1st January to 31st March: the start of term beginning on or following 1<sup>st</sup> April after the child's 3rd birthday;
- Children born in the period 1st April to 31st August: the start of term beginning on or following 1st September after the child's 3rd birthday.

At Hexham First School, children are admitted to our Nursery Class in the academic year after which they turn 3 i.e. for 2023/24 children reaching their 3rd birthday between 1st September 2023 and 31st August 2024 will start in September 2024.

**Extended Entitlement (30 hours)**

In addition to the universal entitlement a child will be entitled to the additional free hours from the term after both of the following conditions are satisfied:

- The child has attained the age of 3; and
- The child's parent(s) have a current determination of eligibility from HMRC i.e. a valid 30 hours free childcare eligibility code.

**Top up hours for three-year olds**

3 and 4-year-old Children entitled to the universal 15 hours early years provision per week for 38 weeks of the year may be able to top up their child's hours. We charge a small fee of £5 per hour. This will be depend on available spaces and staffing.

**Two-year-old provision**

From September 2024, we will have a limited number of 15 hour funded places for two-year-old children who turn 3 by 31<sup>st</sup> December.

**Application Process**

Applications for places in our Nursery Class open annually on 1st September and should be made directly to the school, on the school website or via the school office, by 28th February. Offers of a place will be made from 1st April.

**Top up hours for two-year olds**

From September 2024, Two Year olds who turn 3 before the end of term will be able to join our Nursery. We charge a small fee of £7 per hour. This will be depend on available spaces and staffing.

## Two-Year-old admission dates

- Turn 3 by December 31<sup>st</sup> 2024 – can join in September 2024
- Turn 3 by 31<sup>st</sup> March 2025 - can join in January 2025
- Turn 3 by July 31<sup>st</sup> 2025 - can join in April 2025

## Application Deadlines

- |                        |                                |
|------------------------|--------------------------------|
| • September 2024 start | June 30 <sup>th</sup> 2024     |
| • January 2025 start   | November 30 <sup>th</sup> 2024 |
| • April 2025 start     | February 31 <sup>st</sup> 2025 |

Applications received after the closing deadlines will be considered on a first-come first-serve basis dependent on places available.

Allocation of Places If there are fewer applications than places available then every child will be offered a place. If there are more applications than places available, then the following oversubscription rules are applied in offering places.

1. Children with statements of special educational needs where the statement names
2. Children in the care of a local authority (looked-after children).

The following criteria are not in priority order and the Governing Body will exercise discretion in the light of individual circumstances.

- Children with a brother or sister (a sibling) attending Hexham First School during the current academic year.
- The address of the child relative to the school.
- Special reasons such as: o Family breakdown; o Three or more children under 5 years old in one household;
- Children who are at an educational disadvantage because their use of the English language is minimal or non-existent;
- Home accommodation unsuitable for young children;
- Failure to thrive socially, medically or psychologically;
- Physical, sensory or learning difficulties. If special reasons are to be considered, detailed information about the child's circumstance will be required.

In the event of oversubscription, a waiting list of applicants will be kept. There is no appeal procedure for parents refused a place in a nursery class or nursery school. Please note: In accordance with the School Admissions Code attendance at a nursery class does not guarantee a place in a reception class in a first school. Therefore, a separate application must be made for transfer from our Nursery Class to Reception in line with our published admission arrangements.

This policy will be reviewed annually