




Eton Wick C of E First School

Policy Document

NURSERY ADMISSIONS POLICY 2020 <i>(for children to be admitted from September 2020)</i>	
Category: Statutory	Approved by Headteacher:  Date: September 2019
To be reviewed by: Headteacher	
To be reviewed: Annually	Overviewed by FGB: D.Stacey Date: September 2019
Next review due by:	

Applications

There are 26 morning nursery class places available. Applications are accepted, from a nursery application form, which can be obtained from the school office or from the website. The school will wish to see each child's birth certificate when the child is offered a place.

Applications are put on the waiting list in strict age order. All applicants will be treated equally. The minimum age of admission is 3 years. Prospective parents are advised that completion of an application form does not automatically ensure a nursery place. Parents are advised that their children should not attend more than one nursery or playgroup session per day. Basic registration details may be shared with other nurseries or playgroups in the area.

30 Hour Nursery Places

From September 2017, we have offered a limited number of full-time places available to eligible children. Information about eligibility is available on the school website

In Year Applications

These will be considered when a space becomes available.

Priority will be given to children who have moved into the area and have already attended another maintained Nursery.

Admissions to the nursery class do not automatically ensure admission to the main school. A separate application form needs to be completed for the school.

Categories for admission in order of priority

Places will be allocated firstly in category 1 and so on to 3:

- 1) Children living in Eton Wick*
- 2) Children living outside Eton Wick* who will have a brother or sister in the nursery or the main school at the time of entry.
- 3) Other children living outside Eton Wick*

The above order of priority applies to Eton Wick First School Nursery Class. All schools and nurseries throughout the country have to give the highest priority of all to children with Statements of Special Need, followed by 'looked after' children.

If there are more applicants in any one category than places remaining, places will then be allocated in age order.

Amongst children of the same age, priority will be given in order of radial distance.

In considering applications governors reserve the right to take account of exceptional circumstances provided these are supported in writing by the appropriate professional evidence. Appeals against refusal should be submitted in writing to the Chair of the Governing Body at the School.

Attendance

A child's attendance at nursery is expected to be regular. The nursery should be informed if the child is absent for any reason. The Admissions Committee reserves the right to review the place of any child who has persistent unauthorised absences. Nursery places will be held open for four weeks for un-notified absences and by agreement with the Headteacher for notified absences.

Supervision

Children must always be accompanied to and from the nursery by a parent or responsible adult known to the nursery staff. Children will not be released from the nursery until the particular adult collecting them comes into the nursery. The school must be notified of any adult who is not allowed access to the child. Appeals against refusal should be submitted in writing to the Chairman of the Governing Body at the School.

*The Eton Wick catchment area map is available to view in the school office