

Normanby Primary School

Ironstone Academy Trust

Admissions Policy Sunflower Nursery

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Normanby Primary School

Sunflower Nursery

Admissions Policy

Normanby Primary School will accept a limited number of children aged from 2 years old who qualify for free 'two-year-old funding' and a limited number of children aged from 2 years old whose parents or carers fund a place at our purpose built Nursery.

Admission criteria

A maximum of 16 funded and 8 privately funded nursery places per year will be allocated. The following will apply according to the criteria the application is made within. Due to staffing constraints not all places may be offered.

Funded places:

Children must be eligible/approved for funded 2 year old place. This decision lies with the Local Authority. Where there are more children than places, priority will be given as follows:

- Children in care

Looked after and previously looked after children will be considered to be:

•children who are registered as being in the care of a Local Authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a), e.g. fostered or living in a children's home, at the time an application for a school is made; and

•children who have previously been in the care of a Local Authority in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a child arrangement order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989).

- Exceptional Arrangements: Children with additional or special educational needs, subject to the placement being able to meet those needs as described in the Special Educational Needs Local Offer documentation. Occasionally there will be a very small number of children for whom exceptional arrangements apply. Evidence from a consultant doctor will be required for medical cases or documented evidence from any support services involved for other sensitive

family circumstances will be required. These exceptional arrangements may override other admissions priorities

- Age

Where there are more applicants than spaces a waiting list will be established. Parents and carers will be advised to consult with the Local Authority regarding alternate provision they may be able to access. Children on the waiting list will then be supported by the Children's Centre where appropriate and if necessary with accessing another setting. When spaces become available children will be allocated from the waiting list in order of the priorities listed above. Length of time on the waiting list will not be considered.

Funded by parents or carers

Where there are more children than places, priority will be given as follows:

- Children in care
- Exceptional Arrangements: Children with additional or special educational needs, subject to the placement being able to meet those needs as described in the Special Educational Needs Local Offer documentation
- Children of staff at the school Priority will be given to children of full-time members of staff who have been employed at the school for two or more years and for new staff employed to a difficult to recruit position. For normal round admissions the date that will be used to assess this will be the closing date for applications. For in-year applications the date that will be used will be the date the application is made.
- Siblings. Places are then offered to siblings of pupils who would be attending the school at the time of admission i.e. September 2015. A sibling is a brother or sister, or a half-brother or half-sister or a step-brother or step-sister, living at the same address, or foster children or adopted children living at the same address.
- Distance from the school. This will be measured in a straight line from the address point of the child's home, as set by Ordnance Survey, to the nominated gate at the school site.

We admit children to our two year old provision as follows:

| A child born in the period | Will become eligible for a free place from |
|---|--|
| 1 st April – 31 st August | The start of the Autumn School Term (Early September) |
| 1 st September – 31 st December | The start of the Spring School Term (Early January) |
| 1 st January – 31 st March | The start of the Summer School Term (After Easter) |

A child will leave our Sunflower Nursery:

| A child born in the period | Will leave after one year at |
|---|--|
| 1 st April – 31 st August | The end of the Summer School Term (Mid July) |
| 1 st September – 31 st December | The end of the Autumn School Term (End December) |
| 1 st January – 31 st March | The end of the Spring School Term (Mid-End March) |

We admit a further 78 children after their third birthday to our Nursery. Attendance at the two year old provision does not guarantee or influence the offer of a placement in Nursery. There may be an unavoidable gap between the completion of the 'one year' two year old placement at the availability of a Nursery School placement.

Whenever possible we like children to visit the school before they are admitted to get to know the building and the staff with whom they will be working, staff will also arrange a home visit to meet you and your child. Children due to join us after their birthday will be invited to visit us for part of the working day with their parent or carer, and their parents or carer make an evening visit to meet staff.

Our staff can visit other childcare providers in the area to discuss the children due to transfer to us, and we are able to support split placements, and we also co-operate closely with staff from the School Foundation Stage and Health Service to ensure a smooth transition to the next stage of education