

Rickleton Primary School



Admissions to Nursery

Dates of previous revision:	January 2024 October 2024
Latest revision:	November 2025
Approved by Governors:	November 2025
To be reviewed:	November 2026

Review Date	Changes made	Ratification Date by Governing Body
September 2019	New Policy completely re-written to reflect the school now offers flexible hours as well as 30 hour places and the usual statutory 15 hour places.	November 2019
September 2020	Policy is unchanged	October 2020
September 2021	Policy is unchanged	Due October 2022
November 2022	Update to include a February intake where necessary	Due October 2023
November 2023	Policy is unchanged	November 2023
January 2024	Section added about Rising 3 places for the following September	January 2024
October 2024	Update to include the priority of how January/Easter places are allocated.	November 2024
November 2025	Unchanged	November 2025

Criteria for Nursery Admissions

Allocations of nursery places are undertaken by the school.

Registration for Nursery can take place in school once a child turns two.

A child can only be admitted to Nursery in the term after their third birthday and our main intake to Nursery is in September.

Further Intakes

We run further intakes in January and again after Easter, if we are not full. This intake is called the Rising 3s. The children taken in during January or Easter remain in Nursery for the following year and benefit from school-based education for 4/5 terms.

Places for a January/Easter intake are allocated in the following priority:

1. Children who turned 3 between 1st September and 31st December for January intake or children who turned 3 between 1st January and 31st March for an Easter intake;
2. Children who are of Nursery age but who have not been admitted in September;
3. Children who are currently in Rickleton Nursery who wish to increase their session hours.

Children who start Nursery as a Rising 3 intake will be guaranteed their existing hours in the September of the following academic year. If parents of Rising 3 children request to change hours for the following September, the criteria for Nursery admissions may apply.

We offer flexible hours at Rickleton Nursery but a child must attend the whole session of 3 hours which run on both morning and afternoons. The hours are fixed per week and cannot be changed. Full day sessions are also an option, including lunch at an extra cost.

We offer statutory 15-hour places which are free.

We also offer 30-hour funded places. Information for 30-hour funding can be accessed by following this link: <https://www.childcarechoices.gov.uk>

1. Any hours above the 30-hours entitlement would need to be paid for, which will be charged at an hourly rate. For example, if parents were to request a full-time place this would equate to 33¾ hours per week. Parents would therefore need to pay for 3¾ hours plus the cost of lunches. Lunches would need to be paid for separately and lunch costs are determined by the local Education Authority.

Similarly if anyone **cannot** access 30 hour funding but wanted their child to come to nursery in excess of 15 hours, then the excess hours would be charged at the school's set hourly rate and parents would be invoiced monthly.

Where Nursery has more registered names than places available, the school will refer to our present criteria for nursery admissions which are as follows and outlined on the registration form:

1. Children in need [see below for definition]
2. A sibling at the school

3. Proximity of the school to child's home

The definitions of 'child in need' for admissions purposes are:

- i. Children with an Education and Health Care Plan naming the Nursery. The Local Authority's LA SEN Unit can verify this
- ii. Children whose special needs are currently being formally assessed by the LA. The LA SEN Unit can verify this as above
- iii. Children where there are recognised child protection concerns registered by Children's Social Services. This will be verified by the child having a named social worker who provides a written statement of support confirming the above.
- iv. Children whose parents ability to care for them is limited and this is restricting the child's development. In addition, where the families wider circumstances are such that this is restricting the child's development. This will be verified by the child having a named social worker who provides a written statement of support confirming the above.
- v. Children who are at risk of being prevented from achieving or maintaining a reasonable standard of health or development. This will be verified by the child having a named social worker who provides a written statement of support confirming the above.
- vi. Children where there are three or more children aged 3 or under in the immediate family. This will be verified from the child benefit allowance book
- vii. Children who have a disability which significantly affects development.