



Admission Policy (2-3 year olds)

This policy is a statement of the aims and procedures for admitting children to Hadfield Nursery School. It was developed through a process of consultation with governors and staff, and is subject to annual review.

Introduction

Our vision statement for Hadfield Nursery School is

A welcome for all
Learning for all
Enjoyment for all
Success for all.

At Hadfield Nursery School we believe that the education we provide is

- An enriching learning experience for all children regardless of race, religion, ability or disability
- A valuable means of reducing the education and social disadvantages experienced by some children and thus enabling them to have equal access to the opportunities offered by subsequent education
- Supportive, offering a wide range of facilities and opportunities to families with young children

Admissions Arrangements

The Government funds 15 hours of early education and care for eligible families the term after their second birthday. To be eligible families must be in receipt of the following benefits:

- Income Support
- income-based Jobseeker's Allowance (JSA)
- income-related Employment and Support Allowance (ESA)

- Universal Credit - if you and your partner have a combined income from work of £15,400 or less a year, after tax
- tax credits and you have an income of £16,190 or less a year, before tax
- the guaranteed element of State Pension Credit
- support through part 6 of the Immigration and Asylum Act
- the Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

or

- they're looked after by a local council
- they have a current statement of [special education needs \(SEN\)](#) or an education, health and care (EHC) plan
- they get [Disability Living Allowance](#)
- they've left care under a special guardianship order, child arrangements order or adoption order

Children who are eligible for free childcare for 2-year-olds will be offered 15 hours free provision.

At Hadfield Nursery School, this will comprise 5xAM - 3 hour sessions

Admission Criteria

Hadfield Nursery School serves the town of Hadfield and surrounding villages - see map available at the Nursery School for the catchment area. Families within this area will be given priority. There are 8 part-time funded places available. If requests for these places, exceeds the number of available places, then the following criteria will be applied:

1. Children who qualify for two-year old funding
2. Children who have a 'need' i.e
 - Children who need a child protection plan
 - Children who are 'looked after' by the LA

- Children with a special educational need or disability (subject to required funding to support that child as needed)
 - Children for whom a place is requested by a professional outside agency
3. Children who live within the normal catchment area detailed on the map (stored in nursery office) will be allocated places in DOB order.
 4. Children who live outside the normal catchment area, but within Glossopdale will be allocated places in DOB order (eldest first).
 5. Children who live beyond those areas will be allocated places in DOB order (eldest first).
 6. Paid for places

The admission criteria are applied again for **each** admission intake (including applications which have been deferred).

Parents will have the opportunity to visit the Nursery and discuss our admission arrangements.

The full governing body is kept fully informed of numbers on roll.

Any appeals against non-admission will be submitted to the Chair of the Governing Body, to be dealt with by the full governing body.

If the nursery is full, families will be referred to the Children's Centre, so that they can be sign-posted to other nursery settings offering the Early Years Foundation Stage curriculum within the local area.

The expectation is that children eligible for funded places will attend 5 sessions.

Admission Procedure

1. Places are offered, once funding is confirmed
2. Parents accept / defer the application/ decline the offer. (Refusal of the offer of a place at any time does not preclude subsequent application).
3. On acceptance of a place parents and child have the opportunity of a home visit from the key worker.
4. An induction session is held for new families.
5. The intake of new children may be staggered.