



King Street Primary School

Nursery Admissions Policy

Ratified by:.....

Signed:.....

Policy Review Date: September 2021

Nursery Admissions Policy

King Street Primary Pre-School School adheres to Durham County Council's Admission Policy.

Children are eligible for places in the Nursery irrespective of whether they will be transferring into this school for the period of statutory education.

Parents are entitled to put their children's name on the nursery waiting list during the academic year, (September – August), in which their child will be 3 years old.

Admissions relate to the date of birth of the child. Exceptions may be made for Children in Need, SEN and those in receipt of a "Golden Ticket" under the "Play & Learn" scheme.

Special Needs

The Nursery has facilities to cater for children with special needs. Support is arranged through liaison with the LEA and Outreach Nursery Support providers.

Our Pre-school offers funded sessions for either mornings or afternoons for 15 hours or 30 hours Monday to Friday, extra sessions can be purchased privately (these sessions are subject to availability and may need to be stopped if we are no longer able to accommodate your child).

FFE Funded Nursery Admissions Procedures

Children have a School Meal and a charge of £2.50 per day is required to cover lunchtime supervision, you may provide your child with a packed lunch or school can offer a hot meal prepared by our kitchen staff.

The Nursery intakes take place during the School Year the first in September, again in January and then in April. Children are offered places for the term following their 3rd Birthday using their free 15 or 30 hours FFE funded place. Parents are also able to access Nursery the term that they are going to have their 3rd Birthday, this is called 'Rising 3s' if you eligible under the "Play & Learn" scheme.

Rising 3s

Parents can opt to pay for these sessions to allow for a transition process the term before their free 15 hours commences or they can access a free place if you receive one or more of the following:

- Income Support
- Job Seekers Allowance
- Support for 'Looked After' Child
- Child Tax Credit—income below £16,190
- Guaranteed Element of State Pension Credit
- Support under the Immigration and Asylum Act 1999

- Employment and Support Allowance—income related
- Disability Living Allowance (child)
- Working Tax Credits and earn no more than £16,190
- Current Statement of Special Educational Needs or an Education, Health and Care Plan (child)
- Left care through Special Guardianship, or an Adoption or Residence Order

Letters are sent out offering places during the term before your child is due to start Nursery. Parents accepting places are asked to inform school as possible whether you wish to take up your child's place or decline the offer.

If any child does not take up their place at the beginning of the academic year or leaves throughout the course of the year, their place will be offered to the next child on the waiting list.

Starting Nursery

Parents are asked to return the completed confidential, data collection and relevant consent forms together with a copy of their Child's birth certificate to the school. Overseas pupils will be required to supply a birth certificate or passport.

The process of visits and starting Nursery will be kept under constant observation to ensure the process is as happy and child friendly as possible.