



Peartree Way Nursery School

Admissions Policy

Based on Model Policy	n/a
Review Body	Fully Governing Board
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Review Frequency	Annually

Headteacher: Siân Gardiner
Signed: *Siân Gardiner*
Date: 01/10/2025

Chair of Governors: Kathryn Evans
Signed: *Kathryn Evans*
Date: 01/10/2025

Peartree Way Nursery School is committed to:

Safeguarding and promoting the welfare of children and young people and expects all staff, visitors and volunteers to share this commitment.

Eliminating discrimination, advancing equality of opportunity and fostering good relations between different groups. These factors were considered in the formulation and review of this policy and will be adhered to in its implementation and application across the whole school community.

Promoting the fundamental British Values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs: any school member or visitor expressing opinions contrary to fundamental British Values, including “extremist” views, will be actively challenged.



Peartree Way Nursery School

Admissions Policy

1. Rationale and Aims

Peartree Way Nursery School aims to provide a fair and transparent admissions system. Peartree Way Nursery School offers high quality, inclusive early years education for families in the local community.

All staff are expected to follow this policy when advising prospective parents and admitting children.

2. Roles and Responsibilities

The Headteacher will ensure that:

- Children are admitted in accordance with this policy.
- Where places are available, children are admitted on a 'first come, first served' basis.
- Ensure the admission list is kept updated.

The Governing Board will ensure that:

- The admission arrangements are reviewed every year unless changes occur during this time
- The admission arrangements are made available to parents and potential parents

3. Admissions Information

- As a maintained nursery school we manage our own admissions process.
- The school has an agreed admission number of 100 pupils for entry into their nursery year for 3-4 year olds.
- Peartree Way Nursery offers morning, afternoon and 30 hour funded places. Payable wrap-around care is available from 8am until 4pm.
- Children can access a nursery place the term after their 3rd birthday and a two-year-old place the term after their 2nd birthday.
- Two-year-old applications are accepted all year round, and places are offered for children to start at the beginning of every term. A two-year-old can only be admitted the term after their second birthday.
- All applications must be submitted by completing the online Application form which can be found on our website.

4. Admissions Criteria

The Nursery offers a 'first come, first served' admissions policy.

This offer may also take into consideration the following where appropriate:

- space in either Pre-School or Nursery



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- staffing provision
 - appropriate for the child's transition (e.g. SEND, mobility, social care needs)
- We hold an applications list which shows processed applications so that admissions are fair and transparent.

5. Admissions Entitlement

- 30 hour funded provision will only be offered to parents who have a valid eligibility code. Places will only be offered provisionally until an initial code has been obtained and will be confirmed once the code has been verified for the term.
- Parents state their preference for morning or afternoon sessions at the time of application. The school cannot guarantee that preferences can be met for all families dependent on availability at the time of request
- In the event of over-subscription, unsuccessful applicants will be asked if they would like to stay on a waiting list on a first come, first served basis.
- If a child is accessing 30-hour provision, they will be required to bring in a packed lunch.
- Where a family does not qualify for 30 hours per week of free early years education but expresses an interest in and takes up the offer of the 30 hours – where available - they will be liable for the cost of 15 hours' childcare per week to be charged at an hourly rate which is subject to agreement by Governors.
- Parents will be expected to pay for any additional hours – where available – their child attends which is above their entitlement.
- If parents wish to access different models of provision, this is discussed on a case-by-case basis, subject to availability after allocations are made in line with our preferred models.

6. Notes

Parents of three and four year olds will need to meet criteria determined by the Government to be eligible for 30 hours' free childcare. Information for this can be found on the Childcare Choices website.

www.childcarechoices.gov.uk

What happens if a parent loses eligibility?

- They will receive a "grace period" – this means they will be able to keep their childcare for a short period.
- Children cannot start a new setting during their "grace period"

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- Once the “grace period” has lapsed, the parent may be entitled to the universal 15 hour entitlement.

7. In Year Applications

Once the academic year’s organisation has started, the nursery will allocate a space if they are able to accommodate an additional child based on its current structure. If there are no spaces available at the time of your application, upon request your child’s name will be added to our applications list.

8. Deferring a reception place

Parents may defer their child’s entry to the nursery school until a year later but not beyond the point at which the child reaches compulsory school age in the following academic year.

Decisions on requests for deferring a reception place will be made on the basis of the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- Parents’ views
- Information about the child’s academic, social and emotional development
- Where relevant, their medical history and the views of a medical professional
- Whether they have previously been educated out of their normal age group
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely
- Summer Born (1 April to 31 August)
- The headteacher’s views

Wherever possible, requests for deferring a place will be processed as part of the main admissions round. They will be considered on the basis of the admission arrangements laid out in this policy.

9. Appeals

There is no appeals process for the Pre-School or Nursery as we follow our admissions criteria and are transparent with this.