



The Duke of Norfolk CE Primary School



Nursery Admission Policy

This policy is a statement of the aims and procedures for admitting children to The Duke of Norfolk CE Primary Nursery (EYFS) department. It was developed through a process of consultation with governors and staff, and is subject to annual review.

Introduction

Through offering Nursery provision, we believe that we will add to:

- A great early experience of Early Years education
- An enriched 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
- Support, offering a wide range of facilities and opportunities to families with young children

Admissions Arrangements

- All children who are age 3 or above can apply for 30 hours of provision
- There are a maximum of 15 full-time places available
- This will comprise of 5 full days in school (9.00am -3.15 pm)
- Before and after school care from: 7.30am - 9am and 3.15pm - 5.45pm is also available. Where places are available, they should be booked in advance at additional cost.
- Part-time places are not a suitable option for the school so will not be offered at this time
- Children will start Nursery at the start of an academic year in September
- You must be in receipt of a valid 30 hour code which r needs to be applied for immediately
- Applications need to be received by Monday 9th May 2022.
- Notification as to whether your application has been accepted will be sent on Thursday 19th May 2022
- Having a place at Dukes' Nursery does not ensure admission into our Reception classes, as this would contravene Derbyshire's Admissions to Reception policy

Admission Criteria

The Duke of Norfolk School serves the town of Glossop and surrounding villages. Families within this area will be given priority. If requests for these places exceed the number of available places, then the following criteria will be applied within the catchment area:

1. Date of Birth order
2. Children who are school ready
3. Children who are disadvantaged, for example
 - On a child protection plan
 - Who are 'looked after' by the LA
 - Whom a place is requested by a professional outside agency
 - Disability or special educational need such as an Education and Health Care Plan
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. The admission criteria are applied again for **each** admission intake (including applications that have been deferred).

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.

Admission Procedure

1. Places are offered. Offers for 30-hour places are subject to the validation of the admission criteria
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 visit is held for new families

This policy was written in November 2018. Ratified by Governors in December 2018 and will be reviewed December 2022.