

Emmaville Primary School
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Head: Avril E. Armstrong

Admission Policy for Nursery Children

Emmaville Primary School

"Together we grow."

When will my child start at nursery?

Emmaville Primary School has a three-intake policy for nursery admissions, depending on demand for places in September:

The September 2021 intake is for children born between 1st September 2017 and August 31st 2018.
The January 2022 intake is for children born between 1st September 2018 and 31st December 2018.
The April 2022 intake is for children born between 1st January 2019 and 31st March 2019.

Free Nursery Entitlement for three- and four-year olds

Information about the entitlement

Currently all families with a three or four-year-old are eligible for the universal offer of free early education of up to 15 hours a week term time or a total of 570 hours taken throughout the year.

Some children are also eligible for an extended entitlement, which is up to 30 hours a week term time or a total of 1140 hours taken throughout the year. However, eligibility criteria apply:

- Parents earn or expect to earn the equivalent to 16 hours at National Minimum or Living Wage over the coming three months.
- In a two-parent family, BOTH parents must be working a minimum of 16 hours.
- This applies whether you are in paid employment, self-employed or on a zero hour contract.
- Where one or both parents are on maternity, paternity, adoption leave or statutory sick leave.

You can use the Government website:
https://www.gov.uk/30-hours-free-childcare

to check your eligibility and to apply for a 30-hour code. We will require this code before we can confirm that we can offer your child a place.

Patterns of Provision

If your child is only entitled to 15 hours' provision, we offer the following patterns:

- Mornings only Monday to Friday 9am until 12pm
- Afternoons only Monday to Friday 12pm until 3pm
- Two and a half days; either Monday, Tuesday 9am until 3pm and Wednesday morning or Wednesday afternoon, Thursday and Friday 9am until 3pm.

If your child is entitled to 30-hour provision, we offer Monday to Friday 9am until 3pm.
You must state on your application form which sessions you require.
For children starting a session at 12pm or staying for a full day, a packed lunch will need to be provided.
Should parents wish to use the school's breakfast and after school clubs, then they can do so at a cost.

Admission criteria

All children, subject to the availability of places, will normally be admitted to the nursery class no earlier than the start of term after their third birthday i.e. at the start of term in September 2021, January 2022 or after the Easter break 2022 of the 2021/22 academic year.

However, we may need to delay your child's start beyond the relevant term in circumstances where, in agreement with the parent or carer, we can enable your child to be successfully integrated with others and get used to school life. This is decided in consultation with the Head Teacher.

Oversubscription Criteria

If there are not enough places available for all applicants, we will apply the following criteria which are ranked in **priority order**:

- Children who will become four years of age during the 2021/22 academic year and would only have the opportunity to benefit from three terms of nursery education.
- Children who are looked-after children, who are in the care of local authorities as defined by Section 22 of the Children Act 1989 at the time of application to a school.
- Children who live in the school's catchment area.
- Children who live in Gateshead and who will have a brother or sister at the school.
- Children who have exceptional medical or social grounds.
- Other children who live in Gateshead.
- Children who live outside Gateshead, but only if places are otherwise likely to remain available during the academic year.

Tie Breaker

If within any of the above priorities, there are more applicants than places available then priority will be given to those children based on the distance they live from the school measured as the crow flies i.e. in a straight line from the centre of the home residence to the main entrance of the school. Children living nearest the school will have priority.

Address

For the purposes of deciding whether a child lives in the catchment area of a school, we will use the parent or legal guardian's address or the address of a relevant adult who has parental responsibility (as defined under the 1989 Children Act) for the child.

Allocation of places

Parents / carers are asked to indicate the pattern of attendance that they would prefer. In the event of any pattern of attendance being oversubscribed, places will be allocated:

- In order of age, starting first with the oldest child until all places in that pattern of attendance are filled.

Waiting list

If places then become available, we will consider all the applications on a waiting list. The waiting list will be maintained by the Early Years Foundation Stage Coordinator from the start of the academic year and be kept for the rest of the academic year. All applicants on the waiting list will be placed according to the admission criteria and priorities set out above. The length of time a child has been on the waiting list cannot be taken into account if places become available. If you apply late, your child's name may be added to the list by using the priority order described above.

Important Dates

Closing Date

To apply for a place in our nursery class for September 2021 or subsequent terms in the 2021/22 academic year, you must complete and return your application form to the Early Years coordinator of Emmaville Primary School by **Monday 8th February 2021.**

You will be informed if your child has a place for the 2021 / 22 academic year in writing by Friday 19th March 2021.

Complaints

If you feel that the admissions criteria stated above have not been fairly applied to your child, then you may register a complaint with the Governing Body using their normal complaints procedure, which can be found on the school website.

Important

Obtaining a place in our school nursery class does not guarantee your child a place in our school for entry to Reception class. There are different admission criteria that apply for admission to infant and primary school entry. You must apply again in the September before your child's 4th birthday for admission to an infant or primary school (even if your child attends the school nursery).