Waverley Primary School Nursery Admissions Policy
Academic year 2018-2019

Introduction
The school is responsible for admissions to our nursery. This policy will be used to determine admissions to the Waverley Primary School nursery classes. As parents do not have a statutory right to appeal to an independent appeal panel in relation to nursery admissions we have adopted a clear set of admissions criteria upon which admission decisions can be made. This allows fair and impartial decisions to be made.

Provision
Waverley Primary School nursery has 52 part-time places and operates two 2 and a half day sessions. These will either be Monday, Tuesday and half day Wednesday morning or half day Wednesday afternoon, Thursday and Friday.

At what age can my child start Nursery?
A child can be considered for a place in the nursery class from the September after their third birthday. A Nursery place will normally be for the three terms prior to entry into Reception however, if places are available, autumn term birthday children may be admitted as a Rising 3 after their third birthday and will complete five terms prior to entry into Reception.

How do I apply for a place for my child?
If you would like your child to attend Waverley Primary School nursery, you must complete an application form and send or bring it to the school. We accept applications from birth.

Application forms are available for collection from the school, via email admin@waverley.newcastle.sch.uk or they can be downloaded from our school website www.waverley.newcastle.sch.uk.

How are places allocated?
We operate an equal preference allocation scheme. This means that all applications are considered together. Applications are ranked in accordance with the admissions criteria. Once the applications are prioritised and compared to the number of places available it is possible to determine who will be offered a place.

Purchasing Additional Sessions
Depending on the number of places allocated, it may be possible for parents to purchase additional sessions (3 hours/half day) from October half term. The final decisions on which children are ready to receive additional sessions in school will rest with the Headteacher.
How will I know if I have a place for my child?
If your child is offered a place, you must confirm your acceptance to the school within two weeks of receipt of the offer otherwise the school may have to refuse places for other children unnecessarily. The final decision on when a child is admitted, the number of sessions a child is able to attend and his or her pattern of attendance rests with the Headteacher.

Admission Criteria
Applications will be considered in accordance with the following criteria, set out in priority order.

Category A ‘Special Educational and Social Need.’
A child who is “looked after” by the Children’s Services Department, a child on the child protection register or a child who has a Statement of Special Educational Needs will be given priority followed by:

Children for whom there is a recommendation in writing for nursery education from a health professional, social worker, educational psychologist, area SENDCO, outreach worker or education welfare officer on the basis of the child’s special educational needs or perceived social need.

Examples of special educational needs might include:
• emotional and behavioural problems
• hearing difficulties
• lack of personal interaction and stimulation
• physical disabilities
• speech and language problems
• visual difficulties

Examples of social need might include
• children who were multiple births (twins, triplets)
• a child with parents under 20 years of age
• a child in sole care of grandparents / relatives
• a child who has two or more siblings under five years of age
• a child of parents with disabilities
• a child with English as an additional language

Category B
Children with a brother or sister (including children living as siblings in the same family unit) with disabilities (as in A) that require a significant amount of additional support.

Category C
Preference will be given to children living within the catchment area of the school or in the case of a childminder living in the catchment area of the school.
2.5 Days Preference
Applications for full days may state a preference for their full and half days either Monday, Tuesday and Wednesday morning or Wednesday afternoon, Thursday and Friday. The criteria above will be applied allocating a preference wherever possible. The alternate session will be offered if first choice is not available.

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