

# Nursery Admissions Policy

Valley Primary School



## POLICY APPROVAL

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Approved by:	Susan Milewski. Headteacher.
Date of Next Review:	July 2025



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**July 2024**

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## 1. Our School Vision

Growing and learning together to be the best we can be!

We always...

ASPIRE for excellence      ENJOY learning      ACHIEVE success

CHALLENGE ourselves further.

## 2. Admission to Valley Primary School - Nursery

Valley Primary School's Nursery offers an excellent combination of high quality education and childcare for children of 3 and 4 years of age.

We admit children at the beginning of the academic year in the September following their third birthday.

**All 3 to 4 year olds** are eligible for 15 hours of free early education/childcare. This is offered as three hours per day. For September 2025 there will be a core offer of:

- 5 morning sessions per week (term time only)

**Some 3 to 4 year olds** are eligible for 30 hours of free early year's education/childcare a week. *Check HMRC website for more detail to see if you are eligible.* For September 2025 there will be a core offer of:

- 5 full day sessions per week (term time only).

Early Years funding cannot be used for sessions outside of school hours.

## 3. Applying for a Place:

Please contact the school for an application pack. Please complete and return the form to us by Monday 13<sup>th</sup> January 2025.

Closing date	Offer date	Start date
13 January 2025	27 January 2025	September 2025



Applications received after the closing date will be deemed as 'late applications' and will not be considered until after the main allocation, offer and acceptance round has been completed, unless exceptional circumstances apply. What constitutes 'exceptional circumstances' is at the discretion of the School's Admissions Panel.

#### **4. Oversubscription criteria:**

In the event that more applications than places/sessions are available during the application round, places will be offered using the following criteria:

- Priority 1** Looked after children or children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order), including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted
- Priority 2** Sibling\* - children who will have an older brother or sister attending the school at the same time. NB. *The sibling connection ends when the older sibling leaves Valley Primary School*
- Priority 3** Children living in the catchment area of the school. Catchment areas can be seen on the council's online maps link - [Online maps - getting started \(solihull.gov.uk\)](https://www.solihull.gov.uk/online-maps-getting-started)
- Priority 4** Children living outside the catchment area based on their distance from home to school measured using the council's online maps.
- Priority 5** Date on which application was received.

#### **Outcome:**

Parents will be notified of the outcome of their application during w.c. 27<sup>th</sup> January 2025, by email.

#### **5. Accepting your place:**

Parents will need to accept the place within 2 weeks of the offer by returning acceptance via the school's admissions email. Places that have not been accepted by 10<sup>th</sup> February 2025 will then be withdrawn and offered to the next child on the list of applicants that did not get first choice, or where no place was offered as oversubscribed. Late applicants will then also be allocated places that have not been accepted.

#### **Notes:**

- 5.1** Attendance at the Nursery will **not** guarantee admission to our Reception cohort or give any advantage to your child's application for Reception. Parents



must apply for a Reception place through the local authority (see the school website's admissions page for a link: [Admissions/ Starting School | Valley Primary School](#)).

**5.2** Children with an Education, Health and Care plan that names the nursery will be offered a place. This may reduce the number of places available to other applicants.

**5.3 \*Definition of a sibling:**

A brother or sister must live at the same address and could be:

- a brother or sister sharing the same parents;
- a half-brother or half-sister, where two children share one parent;
- a stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
- the separate children of couples who live together; or
- an adopted or fostered brother or sister.

**5.4** The home address is the place where the child is permanently resident with his or her parents. When a child lives between two addresses we will use the address of the parent who is in receipt of Child Benefit.

**5.5** Unsuccessful applicants will be placed on a waiting list in priority order according to the oversubscription criteria. If a place becomes available, the child at the top of the list will be offered the place.

**5.6** There is no statutory right of appeal for admission to a nursery setting. Any disputes over the administration of the policy will be dealt with by the school's complaints procedure.

**6. Late Applications:**

**6.1** Applications received after 13<sup>th</sup> January will be held until 10<sup>th</sup> February and offers made subject to spaces available within 15/30 hours and based on date on which the application was received.

**6.2** Notice of offers will be made as soon as possible by email.

**7. Extended Hours:**

Should some families require a longer day; we may be in a position to offer nursery places within our before and after school provision.

The provision before and after school would differ from the core early years' provision, as there will be older children attending and additional staff to facilitate this.



Before and after school childcare provision is currently made for all children (aged 3-11). The governing body manages this service. We do not fund before or after school childcare provision.

If you would be interested in buying additional hours before school on top of the 15 funded hours or before or after school on top of the 30 funded hours, visit our Explorers page on the school's website [Explorers | Valley Primary School](#).

### **8. Charging:**

There is no charge for applying for a place; e.g. for admission or for the provision of education. No bought activities, such as visits, are compulsory.

The school complies with Solihull Metropolitan Borough Council's [Local Conditions of Funding](#). A charge cannot be made if a child is only attending the nursery as part of their Early Years Education Funding.

Details about buying additional hours in the nursery are set out in 'Explorers' Before and After School club pages via the 'Parents' page of the website. A policy on charging for activities is available on request from the school and can be viewed on our website.

### **9. Childcare Vouchers:**

Our school accepts [childcare vouchers](#) within the Explorers before and after school club provision. If your employer has a different voucher scheme, please contact the school office to discuss your requirements.

### **10. School Lunches:**

We offer 30 hours Nursery children the opportunity to either buy a school lunch or bring a packed lunch.

### **Contacts and further information**

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