

North Walsham Junior, Infant School and Nursery Federation

Admission Policy 2017

Reception Classes

Children are admitted to the Reception Classes in the Infant School in the September following their fourth birthday. Admission will be full time for all children, but parents and staff may agree a gradually increasing pattern of attendance, where this is deemed to be in the best interests of the child.

Year 3

Children are admitted to Year 3 in the Junior School in the September following their seventh birthday.

Nursery-

The Nursery serves a wider area than is generally served by the Main School. Children are admitted to the Nursery following their third birthday.

How places are allocated

Over subscription Criteria for First Admissions to Statutory Schooling (Reception)

Criteria in order of priority

- Children for whom their Statement of Special Educational Needs/EHCP names that School
- Children in public care who live in the area served by the school

Children who live within the catchment area and:

- have a sibling attending the school at the time of their admission
- have a sibling attending the adjoining Junior school
- have no sibling connection with that or the adjoining Junior school

Children who live outside the catchment area and:

- have a sibling attending the school at the time of their admission
- have a sibling attending the adjoining Junior school
- have no sibling connection with that or the adjoining Junior school

In the event of over subscription in any of these criteria then those living closest to the school will be given priority.

Over subscription Criteria for Admission to Year 3

Criteria in order of priority

- Children for whom their Statement of Special Educational Needs/EHCP names that School
- Children in public care who live in the area served by the school

Children who live within the catchment area and:

- have a sibling attending the school at the time of their admission
- have a sibling attending the adjoining Infant school
- have no sibling connection with that or the adjoining Infant school

Children who live outside the catchment area and:

- have a sibling attending the school at the time of their admission
- have a sibling attending the adjoining Infant school
- have no sibling connection with that or the adjoining Infant school

In the event of over subscription in any of these criteria then those living closest to the school will be given priority.

North Walsham Junior, Infant School and Nursery Federation

Nursery Class Admissions

In Norfolk, admissions to maintained nursery schools and nursery classes are no longer managed by the Local Authority.

Parents/Carers are invited to place their child's name on the waiting list held in the school office, after their 2nd birthday.

As part of the registration process, parents/carers will be required to provide documentation to evidence their child's date of birth. This is to confirm they have reached the eligible age for the free entitlements. A copy will not be retained, but may be requested again at a later date.

All three and four year olds are currently entitled to 15 hours free early learning and childcare per week rising to 30 hours for eligible parents after September 2017, for 38 weeks per year during term time. In our nursery, we are currently able to offer 15 hours provision as 5 x 3 hour sessions per week, either all mornings or all afternoons. The funded hours can be claimed (to the maximum available) as follows:

Monday - 8.40am -11.40am or 12.15pm -3.15pm

Tuesday - 8.40am -11.40am or 12.15pm -3.15pm

Wednesday - 8.40am -11.40am or 12.15pm -3.15pm

Thursday - 8.40am -11.40am or 12.15pm -3.15pm

Friday - 8.40am -11.40am or 12.15pm -3.15pm

We admit children at the beginning of each term (after they have attained their 3rd birthday) if the Nursery has vacant spaces.

Early Education is offered within the national parameters –

- No session to be longer than 10 hours
- No minimum session length (subject to the requirements of registration on the Ofsted Early Years Register)
- Not before 6.00am or after 8.00pm
- A maximum of two sites in a single day

If we receive more applications than the published admission limit, we will use the same over subscription criteria as our main admissions policy, namely:

- Children for whom their Statement of Special Educational Needs/EHCP names that School
- Children in public care who live in the area served by the school

Children who live within the catchment area and:

- have a sibling attending the school at the time of their admission
- have a sibling attending the adjoining Infant school
- have no sibling connection with that or the adjoining Infant school

Children who live outside the catchment area and:

- have a sibling attending the school at the time of their admission
- have a sibling attending the adjoining Infant school
- have no sibling connection with that or the adjoining Infant school

In the event of over subscription in any of these criteria then those living closest to the school will be given priority.

When considering the allocation of places under criterion 7, the highest priority will be given to children living nearest to the school. To determine who lives nearest, distance will be measured on a straight line 'crow-fly' basis, using Ordnance Survey data. If following the application of admission rules and distance two applicants cannot be

North Walsham Junior, Infant School and Nursery Federation

separated for a final place at a school, the school will use random allocation to determine the priority for the remaining place.

The Admission policy is available via the school website or by request to the school office.

To support smooth transitions into Nursery classes, we will contact all Parents/Carers prior to the admission date offering a home visit, a meeting with staff and a chance to visit the Nursery.

Please refer to the SEND Policy and Single Equality Plan (on the website) concerning the SEND support on offer to children and how we support families to choose the right setting for their child with SEND.

Equality Impact Statement

We have considered the positive or negative impact this policy may have and its potential to cause unlawful direct or indirect discrimination, or whether any opportunities to promote equality have been missed. During the consultations for this policy we have considered the duty to promote equality of opportunity and good relations.

This policy will be reviewed every two years
July 2017