The Slough and East Berkshire C. of E. Multi Academy Trust

Colnbrook C. of E. Primary School

Nursery Admissions Policy

Owner:	EYFS Lead
Ratified by Governing Body:	
Date Ratified:	29/09/2022
Date Policy to be reviewed:	September 2023

"Be strong and courageous. Do not be afraid; do not be discouraged, for the Lord your God will be with you wherever you go." Joshua 1:9

Our Vision Statement

At Colnbrook we want to grow young people who believe in themselves so they are confident and courageous and not discouraged from their path. They are resilient when faced with challenge. We want our pupils to believe in each other and to feel supported; never alone on their journey.

Our pupils will have the strength of character to set themselves aspirational goals in learning and life. They will achieve their best and create their own inspirational story and memories.

These values are at the heart of everything we do here at Colnbrook Church of England Primary School. They reflect the qualities that staff and governors want the children to develop and display in all that they do.

Aspiration, Resilience, Respect, Responsibility, Community, Compassion.

Children are admitted to the Nursery class in the term following their third birthday. The school can offer a maximum of 48 places with 24 places at each session.

Parents can take up either of these offers according to their eligibility.

- **Universal 15 hours Offer**
  - 15 hours am Mon – Fri (8.40am – 11.40am)
  - 15 hours pm Mon – Fri (12.15pm – 3.15pm)

- **Extended 30 hours Offer**
  - 30 hours Mon – Fri (8.40am – 3.15pm) – Children can bring their own packed lunch or parents can pay for a meal to be provided via the school canteen.

Parents eligible to take up the offer of 30 hours must apply for their eligibility code as soon as possible and return it to school for checking. Parents will be unable to reserve their child's 30 hours' place if this is not completed.

In addition, we offer extended childcare to all our nursery and reception class children with our Breakfast club from 8.00am – 8.40am and our End of Day club from 3.15pm – 4.00pm, at a fee of £4 a session, which is payable in advance.

Although parents can request a preference for a morning or afternoon place, the school will make the final decision regarding the available sessions.

<u>Application Process</u>

Applications must be on a Nursery Admissions form and returned to the School and they will then be placed on the waiting list.

If applications exceed the number of available places, the School will apply the following criteria.

Children with an EHCP that names Colnbrook C. of E. Primary School must be admitted to our Nursery.

Priority will be given to:

1. Looked after children (A child is looked after by a local authority if a court has granted a care order to place a child in care, or a council's children's services department has cared for the child for more than 24 hours);

2. Children of a sibling who already attends Colnbrook C. of E. Primary School at the date of admission;

3. Children living within the area;

4. Children who have strong medical or social grounds for admission (to be supported by a letter from the referring agency).

5. Date of application.

The offer of places for September will take place in the Summer term.

The offer of places for January will take place in the Autumn term.

The offer of places for April will take place in the Spring term.

Transfer to Reception at Colnbrook C. of E. Primary School

A nursery place will not guarantee a place in Reception. Places are allocated according to the criteria set out in the School's admissions policy. All parents must apply for a school place using the Common Application Form (CAF). Parents must apply on the CAF issued by their home Local Authority.

Appeals

Parents/Carers may write to the governors if their child is not allocated a place, stating the reason and why further consideration should be made.

A panel of governors will meet with the Headteacher to consider the appeal.