

WHITNASH NURSERY SCHOOL



ADMISSIONS POLICY FOR NURSERY SCHOOL PLACES (2-4 YEAR OLDS)

Policy applicable from January 2026.

As a Local Authority Maintained Nursery School, our admission procedures reflect the ethos of the provision of high-quality education and care, taking into consideration our commitment to our local community. Criteria for entry reflects Warwickshire County Council Admissions Policy for Maintained Nursery Schools.

- We admit children into our Nursery School 3- and 4-year-old provision the term after their third birthday. There are places for up to 80 children (40 in the morning and 40 in the afternoon), term time only this number may vary depending upon the uptake of 30-hour spaces.
- Children are admitted into our two-year-old nurture provision the term after their 2nd birthday. There are places for 15 children per session.
- The Nursery School aims to be available for all children and particularly those children who meet the admission criteria based upon need and will provide a maximum number of its places to 15-hour children in any year, however in our diverse community we also recognise the need for a small number of 30-hour places and will seek to provide these in line with the Governments agenda for families when possible. Our nurture provision provides 30-hour places for eligible working parents.
- The Governing Body reserve the right to adjust the balance between numbers of 15 hour and 30-hour places in any one year of entry based upon the need and to also ensure the Nursery School is sustainable and remains financially viable for future generations of young children in our community.
- The Nursery School has some flexibility to go over its pupil admission number with requisite space and staffing when the need arises and will always seek to provide sufficient spaces to ensure children in our local community can access the very highest quality early education, on occasion this may mean our expansion planning only allows us to offer reduced hours but we will always endeavour to ensure there is an initial offer of hours whenever possible.
- We admit children for 15 hours per week (in line with their free entitlement), which equates to five sessions of 3hours (am: 9:00 -12:00 noon or pm: 12:00 noon - 3:00pm) Children can also access long days 9am until 3pm, subject to availability.
- Wherever practical and possible to do so we will accommodate parental preference but cannot guarantee to do so. Session preferences are offered first to those who live nearest by travelling distance to school and or fulfil the WCC admission criteria consideration list. Decisions that relate to admission may be based upon confidential information that is personal to the child or family.
- You must apply to the school, using our application form, which can be obtained in person, by telephone or by e-mail request to the school office.
- Application lists are temporarily closed for a week on the third Friday of each new term (January, April, and September) to allow admission offers to be made.
- Application for a place will be considered using the criteria below. We will endeavour to notify you two terms before your child becomes eligible for entry whether a place is available and will make a provisional offer at that point.
- Parents and carers must complete and return the acceptance proforma within **2 weeks** of receiving the offer of a place otherwise the school will assume the place is no longer required.

Admission Criteria.

The school does not have a catchment area.

If there are more applications than there are places, we will offer places in the following way: -

1. Children with a statement of special educational needs or an Education, Health and Care Plan that names the Nursery School.
2. Looked after children (children provided with accommodation under the Children Act 1989 Section 22).
3. A child with a Child Protection plan in place.
4. A 'vulnerable child' who has been supported with a Common Assessment Framework (CAF) or identified as a 'child in need' by the Social Care team.
5. A child known by the local authority to have additional educational needs where evidence from relevant professional(s) can demonstrate to the governing body that a nursery school place will benefit the child's educational development rather than any other provider.
6. A child with a serious ongoing medical condition as deemed in need of admission by a medical practitioner, social worker or partner professional.
7. A child who has accessed 2help provision within the School's Nurture Nursery.
8. Children living within the local area who have the shortest walking distance between home and school, and who currently attend Nurture Nursery.
9. Children living within the local area who have the shortest walking distance between home and school.
10. Children living the shortest travelling distance between home and school outside the local area, within Warwickshire, who currently attend Nurture Nursery.

Should vacancies be available after the start of the relevant term and there are more children eligible than places the same above criteria will be used to determine order of offer, should places still be available then the following can be applied: -

11. Children living the shortest travelling distance between home and school, outside Warwickshire, and who currently attend Nurture Nursery.
12. Children living the shortest travelling distance between home and school, outside Warwickshire.
13. Children of a younger age group firstly in order of birth date (children living in Warwickshire only). The term 'children of a younger age group' applies to children reaching the age of 3 after the September start date who may be considered for a **paid** Early Entry space.
14. Children who become three within the Autumn term prior to January admission, will be considered in accordance with our January Intake Admissions Policy that uses the same criteria in event of over subscription.

Note:

- The criteria are applied to the child's address and not to the address of relatives and childminders. If a place is offered on the basis of an address which is subsequently found to be different from the child's normal home address, that offer is likely to be withdrawn.
- Where a child lives with two parents at separate addresses, the qualifying address will be that where the child spends (i.e. sleeps) the majority of the school week. If the child spends exactly equal amounts of time at each address, then the parents will need to nominate which of the two addresses should be the child's main address for admission purposes.
- Twins or multiple births: where the final place in a year group is offered to one of twins or multiple births it is normally our policy to admit the others of the multiple births too. However, this will depend upon the capacity limits of the nursery. Where it is not possible to admit all the multiple births the parents will be informed of the number of places which can be offered and they will nominate which children (if any) will take up the place/s.
- The relevant support agencies are: Family's Social Worker, Health Visitor, General Practitioner, Family Support Worker, or Lead Professional for the family. One or more relevant support agency will need to provide written evidence explaining why admission to the particular facility is crucial to the child. In most cases more than one agency will consider a referral through the common assessment framework (CAF) which should make clear why admission to the particular facility is crucial to the child.
- Applications for morning or afternoon places will not be taken into account in the offer of places. However, children with the highest priorities will be allocated to the preferred session, if requested.
- If a place is offered to a family using the address on the application form, but who have subsequently moved, the place may be withdrawn dependant upon the new address. In some instances, parents will be asked to provide proof of residence, especially in the instance of a proposed house move.

Other Information

Where all factors have been considered and distances are equal the measurements for final decision will be made by admission team.

This Policy has been ratified by the Governing Body, it takes into account the changes and finalisation of the WCC admission policy for Nursery Schools that is applied to the 6 WCC maintained Nursery Schools across the County.

For more information, to arrange a visit to the school or to apply for a place for your child, you are welcome to contact the Headteacher, Rachel Barber or speak to our Office Manager Emma Fleming on 01926 335312.