



## **NURSERY ADMISSIONS POLICY AND GUIDANCE**

St. Giles' & St. George's Academy governing body is responsible for the Nursery Admissions process from January 2020 onwards. Admission to the Nursery is subject to an application being made and places available.

There are currently 45 funded Nursery places, 3 hours per session Monday to Friday from 8.40am to 11.40am. Children attend the Nursery 5 mornings a week to achieve the best possible care and education.

Children will be eligible to attend the Nursery in the term after their third birthday as follows:

### **Children become 3 years of age between**

**1<sup>st</sup> September 2022 – 31<sup>st</sup> December 2022 will start Nursery on 3<sup>rd</sup> January 2023**

**1<sup>st</sup> January 2023 – 31<sup>st</sup> March 2023 will start Nursery on 17<sup>th</sup> April 2023**

**1<sup>st</sup> April 2023 – 31<sup>st</sup> August 2023 will start Nursery on 5<sup>th</sup> September 2023**

### **Application Process**

Application forms are available on the school website or from the school office. Application forms can be downloaded from the school website and emailed to [bursar@stgg.org.uk](mailto:bursar@stgg.org.uk). Emailed applications are preferable but hand-written applications can also be handed into the school office.

The following table shows the application deadlines:

<b>Nursery Intake 2022/2023</b>	<b>Application Deadline</b>	<b>Offer Confirmation</b>
January (Spring Term)	18 <sup>th</sup> November 2022	25 <sup>th</sup> November 2022
April (Summer Term)	10 <sup>th</sup> February 2023	17 <sup>th</sup> February 2023
September (Autumn Term)	12 <sup>th</sup> May 2023	19 <sup>th</sup> May 2023

## **Admissions Policy**

It is our policy to meet parents' wishes where possible, however in some cases there may be more applications for our Nursery class than there are places. Admission is determined by the oversubscription criteria detailed below.

In accordance with legislation, children who have an Education, Health and Care Plan that name our Nursery have priority over all other applications.

Thereafter places will be offered in accordance with the following specified criteria:

1. Relevant children in Care, including those previously determined as Looked After Children (That is, 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).
2. Children who have an older brother or sister in attendance at the school and who will still be attending the school at the time of the proposed admission date. *(For admission purposes, a brother or sister is a child who lives at the main address provided and either: have one or both natural parents in common; are related by a parent's marriage, are adopted or fostered by a common parent or are unrelated children who live at the main address, whose parents live as partners).*
3. Children living within the defined catchment area of the school.
4. Children outside catchment will be arranged in order of priority, according to how near their home address is to the school.

Distances for those residing both inside and outside the catchment area is measured using the **Google Walking Map** for Nursery applications only.

**Children who are admitted into St. Giles' & St. George's Nursery in their term following their third birthday will continue their Nursery education in September 2023, irrespective of the admission criteria above.**

When St. Giles' & St. George's Academy is oversubscribed, a waiting list will be maintained in criteria order. Ranking places for applicants may change depending on further applications being submitted.

Nursery education is a non-statutory provision therefore there is no right of appeal against the admission authority's decision.

## **Finance and Funding**

*Additional wraparound care outside Nursery times are available including the additional 15 funded hours if eligible. Eligibility can be checked at [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)*

*Those pupils who are only eligible for 15 hours free childcare have the option of paying for the wraparound provision, meaning that their child will be in school from 8.40am to 3.15pm. The cost of the wraparound provision is £10.00 per day.*

*Children who stay in school for the whole school day will be able to have a school lunch at a cost of £2.20 per day or provide a packed lunch from home.*

*It may be necessary to change the wraparound fees from time to time however parents/carers will be given ample notice of this change.*

*Payment of all fees needs to be made in advance. Should your account go into arrears, then the Wraparound provision may be withdrawn with immediate effect. Payments can be made online via ParentPay.*