



# Eton Wick C of E First School Policy Document

## ADMISSION POLICY FOR NURSERY 2022 - 2023

<b>Category:</b> Statutory	Approved by Headteacher: 
<b>To be reviewed by:</b> Headteacher	<i>Date: September 2022</i>
<b>To be reviewed:</b> Annually	Overviewed by FGB: 
<b>Next review due by:</b> September 2023	<i>Date: September 2022</i>

***Our ethos as a church of England School is captured in the vision of good seed growing in good soil. We endeavour to provide an environment in which we are all developing, learning and growing. Rooted in that vision, our policies have been developed.***

### About our Nursery

Our Nursery is part of our school. We take children the term after their 3<sup>rd</sup> birthday, offering 15-hour places from 9am – 12pm (mornings only) and operate term – time only. We also offer 30 hour funded nursery places (see below) and, space permitting, there may be an opportunity to pay for additional afternoon hours.

### Applications

There are 26 morning nursery class places available. Applications are accepted, from a nursery application form, which can be obtained from the school office or from the school website. The school will wish to see each child’s birth certificate when the child is offered a place.

Applications are put on the waiting list in strict age order. All applicants will be treated equally. The minimum age of admission is 3 years. Prospective parents are advised that completion of an application form does not automatically ensure a nursery place. Parents are advised that their children should not attend more than one nursery or playgroup session per day. Basic registration details may be shared with other nurseries or playgroups in the area.

### 30 Hour Nursery Places

We offer a limited number of full-time places available to eligible children. Information about eligibility is available here: <https://www.gov.uk/30-hours-free-childcare>, and further information can be offered by calling or emailing the school office.

### In Year Applications

These will be considered when a space becomes available.

Priority will be given to children who have moved into the area and have already attended another maintained Nursery.



Admissions to the nursery class do not automatically ensure admission to the main school. Please see the admission policy for Reception

### **Categories for admission in order of priority**

Places will be allocated firstly in category 1 and so on to 3:

- 1) Children living in Eton Wick\*
- 2) Children living outside Eton Wick\* who will have a brother or sister in the nursery or the main school at the time of entry.
- 3) Other children living outside Eton Wick\*

*\*The Eton Wick catchment area map is available to view in the school office*

Children with an Education Health and Care (EHC) plan, who name the school will be given priority.

If there are more applicants in any one category than places remaining, places will then be allocated in age order.

Amongst children of the same age, priority will be given in order of radial distance.

### **Attendance**

A child's attendance at nursery is expected to be regular. The nursery should be informed if the child is absent for any reason. The governing body reserves the right to review the place of any child who has persistent unauthorised absences. Nursery places will be held open for four weeks for un-notified absences and by agreement with the Headteacher for notified absences.

### **Supervision**

Children must always be accompanied to and from the nursery by a parent or responsible adult known to the nursery staff. Children will not be released from the nursery until the particular adult collecting them comes into the nursery. The school must be notified of any adult who is not allowed access to the child.

