

Christ Church C.E. Primary School Admissions Policy for September 2025 Nursery Class

All 3 and 4 year old children are eligible for the universal entitlement to free early education of up to 15 hours a week during term time. Universal entitlement at Christ Church is defined as being offered either a morning place (8.30am – 11.30am) or an afternoon place (12.30pm – 3.30pm).

Some children will be eligible for extended childcare. The Extended Free Entitlement (EFE) is up to 30 hours a week term time. The eligibility criteria outlined below will apply. Extended Free Entitlement at Christ Church is defined as being offered a full-time place between 8.30am and 11.30am and between 12.30pm and 3.30pm Monday – Friday. Any additional childcare requirements outside of these hours, **including lunchtime cover** if this is required, will be chargeable and **MUST** be paid for monthly, in advance using our cashless bank payment system.

Extended Free Childcare Entitlement

At Christ Church we are able to offer a proportion of free extended childcare places. Eligibility criteria:

- **Both parents must be working** (or the sole parent is working in a lone parent family), and each parent earns a weekly minimum equivalent to 16 hours at national minimum wage or living wage, and less than £100,000 per year. **Working** will include employed and self-employed persons. Please check current eligibility criteria.
- **Families where one parent does not work (or neither parent works) will not be eligible for these additional hours.**
- Both parents are employed but one parent is temporarily away from the workplace.
- One parent is employed and one parent has substantial caring responsibilities based on specific benefits received for caring; or one parent is employed and one parent is disabled or incapacitated based on receipt of specific benefits.
- Please check your eligibility and apply at www.childcarechoices.gov.uk – please note this must be done in the term before your child is due to start Nursery.

Application Process

- ◆ **Any person with parental responsibility** may enter their child's name on the Nursery list for consideration for a place in the Nursery Class at Christ Church CE Primary School.
- ◆ The date of application is not considered when allocating places.
- ◆ Children have to be 3 years of age to enter our nursery class provision. This will usually be in the Autumn Term following their 3rd birthday. However, children may be admitted on a full or part-time basis (universal offer) throughout the year if places are available. We organise Spring and Summer term starting dates.
- ◆ Parents are expected to ensure that their child attends nursery regularly.

Allocation of Places

The majority of children will take advantage of the universal offer and will be allocated either a morning or an afternoon place.

Where there is over-subscription for **part-time places**, the following criteria will be used in order of priority:-

Needs of the Individual Child

- ◆ On Child Protection Register or subject to Care Order
- ◆ Has an EHC Plan or is being formally assessed
- ◆ Information from other agencies – e.g. Portage
- ◆ In the earliest stages of learning English as an additional language
- ◆ Health problems] Each case will be considered
- ◆ Speech/language problems] as to the significance of the
- ◆ Hearing impairment] problem and how this affects
- ◆ Visual impairment] the child.
- ◆ Emotional and Behavioural Problems]

Family Circumstances (when difficulties are affecting the child)

- ◆ Special needs within the family (*physical/mental health problems/problems with parenting*)
- ◆ Limited income
- ◆ Unsuitable living conditions
- ◆ Lack of suitable outdoor play space at home
- ◆ Families with three or more children under six years of age
- ◆ Multiple birth children
- ◆ Refugee or Asylum Seeking Status

Other Considerations

- ◆ Proximity of home to Nursery.
- ◆ Sibling connection.
- ◆ Health visitor referral.

CONSIDERATION OF RELEVANT INFORMATION FROM OTHER AGENCIES WILL BE USED TO SUPPORT THE ABOVE CRITERIA AND SUBSEQUENT APPLICATIONS.

The final decision regarding the allocation of places is at the discretion of the Head Teacher. Misleading or untrue information will result in the offer of a place being withdrawn, e.g. giving an address which is false.

ADDITIONAL INFORMATION

Whilst parents are entitled to access pre-school education if they wish to do so, it is non-statutory and there is no legal entitlement to admission and therefore no right of appeal. Using the above criteria, allocation of places will be decided by the school. There is an expectation, due to the nature of our EYFS unit, that children are toilet-trained before they start in Nursery.

The Head teacher and nursery teacher will consider requests for alternative placements, but no guarantee can be given that the offered place will be changed.

Formal offers of places will be sent out before Easter 2025.

*****VERY IMPORTANT*** Attendance at our Nursery class does not guarantee a place in the school's Reception class.**

An application form will be given to parents to complete when they initially make contact with the school. Completed forms, together with your child's original birth certificate (a photocopy will be taken at the office and returned to parents immediately) will be kept on secure file until the admission process commences in the Spring term of each year. **Failure to bring an original birth certificate into the school office will result in your child's application being rejected.**

Extra-district children will only be accepted when the home authority has undertaken to provide funding for the child. The needs of the children from within Bury LA take priority over any extra-district children.

Revised Sept 2024