



Early Years Admission Policy September 2023

Introduction

Admission to the Early Years Foundation Stage (Nursery/FS1) at Kingswood Parks Primary School is determined by the school's Local Governing Body. This admissions policy does not apply to the admission of pupils into the school which is undertaken by Hull City Council.

The Governing Body has agreed this admission policy so that in the event of there being more requests for early years' places than are available, there are fair and transparent admission criteria in place.

Governors of Kingswood Parks Primary School have agreed that our nursery (FS1) should be a 52 place setting. Kingswood Parks Primary School has a 52 place nursery (FS1), though staffing is in relation to the numbers attending.

Universal Offer (15 hours)

Attendance at our nursery (FS1) for universally funded places is part-time, for 15 hours per week. Our daily sessions run term time only from 8.30am to 11.30am and from 12.30pm to 3.30pm.

Available options are as follows

Mornings	5 morning sessions per week
Afternoons	5 afternoons per week

Places for the universal offer are allocated as 5 mornings or 5 afternoons.

Whilst the school will endeavour to accommodate parental preferences due to existing numbers of children attending and staffing we are unable to guarantee that these will be available and the decision as to a child's pattern of attendance rests with the Principal.

Extended Offer (30 hours)

Kingswood Parks is able to offer 30 hours for those parents who meet the criteria for extended hours. (See 'Childcare choices.gov.uk' for eligibility). In the first instance there will be 13 places offered on a first come first serve basis. However, these places will be limited dependent on the number of children attending under the universal offer of 15 hours. The daily sessions we offer for those who qualify for extended hours run term time only from 8.30am to 12.30 and 1.30pm to 3.30pm, this equates to 30 hours. Parents have the option of attending over the lunch time period. This equates to a further 5 hours per week. If the parents would like their children to remain in school for these additional hours there is a cost of £15.00 per week. **The children will be required to bring a packed lunch.**

Universally funded sessions will always precede over extended funded sessions therefore parents who take the extended hour offer will be offered these on a term by term basis.

If a child is absent from a session it will not be carried forward to be used at a later date.

Nurseries do not have catchment areas in the same way as schools, so once places are full, the school will signpost parents to other providers.

Admission Procedures

Parents and Carers should approach the school directly and complete an application form if they would like their child to attend the nursery (FS1). The school maintains a list of parents and Carers who have registered an interest in a nursery place. Early completion of the application form will not guarantee a place.

An offer of a place will be in writing and sent to the child's home address at the beginning of the term preceding admission. ***Parents must confirm their acceptance of a place, by completing and returning the information in the Kingswood Parks Prospectus Pack within 10 days from the date on the letter offering a place. If this confirmation is not received within 10 days, then the place will be offered to someone else.***

Once a place has been accepted, Parents and Carers will be sent further information relating to the induction procedures

Parents and Carers do not have a statutory right to appeal to an independent appeals panel in relation to nursery admissions and as a result our admissions criteria are strictly adhered to.

If a child has a place in the nursery (FS1), it does not automatically follow that he/she will get a place in the school. Places at the school must be applied for through the separate process for school admission. There are 90 places in Foundation Stage 2 (Reception), there is always a chance that some children attending the nursery (FS1) will not get a place in the school. Equally, there are children who may be allocated a school place who have not attended our nursery (FS1).

Admissions Criteria

A child can be considered for a place in our nursery (FS1) from the start of the term following their 3rd birthday. This will normally be for between 3 and 5 terms prior to entry into a Reception (FS2) class. Nursery (FS1) places at Kingswood Parks Primary School are allocated in accordance with the criteria below.

If the nursery (FS1) is oversubscribed, priority for admission will be given to those children who meet the criteria set out below, in order:

1. All 'looked after children' or 'previously looked after children'. A looked after child is one who is (a) in the care of a local authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989). A previously looked after child is one who was previously looked after but ceased to be so because they were adopted (see Adoption and Children's Act 2002 section 46) or became subject to a child arrangement order (see definition in Section 8 of the children's Act 1989) or a special guardianship order (see the definition in section 14a of the Children's Act 1989).
2. Children of **staff** employed by the school (where the member of staff has been employed at the school for 2 year or more years at the time that the application is made for a place at the school or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage).
3. Children who live in the catchment area of the school (proof of residence may be required).

4. Children, with a **sibling** attending the school at the time of application. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
5. Other children by distance from the school, with priority for admission given to children who **live nearest to the school**. (This being the shortest available safe route for pedestrians along footpaths, using footpaths alongside roads on the current street map of the city. Front entrance of home property (residence) to main entrance of school site is used.

In the event of greater demand than places available, then pupil age will be taken into account, with older children being given priority.

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