

Foundation 1 (Nursery)

Admissions Policy

October 2023

All 3- and 4-year-old children are entitled to 15 hours of early learning and care. Children may take up this entitlement from the term which starts after their third birthday. E.g. – if 3 in October, the child could attend nursery from January.

Berry Hill Primary and Nursery School has a PAN of 39 Foundation Stage 1 places. Children can attend either five morning or five afternoon sessions during term time, or both if they qualify for 30 hours funding. To qualify for 30 hours funding, both parents must each expect to earn (on average) at least £125 per week (equal to 16 hours at the National Minimum or Living Wage). If either parent is on maternity, paternity or adoption leave, or unable to work because you are disabled or have caring responsibilities, you could still be eligible. Parents who believe they are eligible, must gain an eleven-digit code from the link provided on the Childcare Choices website (<https://www.childcarechoices.gov.uk/>). If a place is offered to a parent who wishes to claim up to 30 hours of childcare, they must provide the eleven-digit code in order for the school to check validity. Once confirmed, a place will be confirmed.

Parents or carers wishing their children to attend Nursery are invited to make an application (forms available from the school office). However, this does not automatically guarantee a place will be available.

Unlike day nurseries, school nurseries are funded differently. This means that pupils are expected to attend on all of their allocated days / sessions rather than just certain days or times. In the event of nursery being oversubscribed, preference would be given to families who intend to fulfil their full allocation of hours, health permitting.

For Foundation Stage 1, schools set their own admissions criteria. These will be considered termly with place offers being made at the start of the previous term:

1. Summer term places will be allocated on 31st January*
2. Autumn term places will be allocated on 31st May*
3. Spring term places will be allocated on 30th September*

*Or next working day

In the event of Foundation 1 being over-subscribed, the admissions criteria are as follows**

1. "Looked after" children (as defined in the 2002 Education Act)
2. N2 pupils with siblings* who live in Berry Hill's catchment area
3. N1 pupils with siblings* who live in Berry Hill's catchment area
4. N2 Pupils in catchment qualifying for 30 hours funding
5. N1 Pupils in catchment qualifying for 30 hours funding
6. N2 pupils who live in Berry Hill's catchment area
7. N1 pupils who live in Berry Hill's catchment area
8. Pupils with siblings* who live outside of the catchment area
9. N2 Pupils outside of catchment qualifying for 30 hours funding
10. N1 Pupils outside of catchment qualifying for 30 hours funding
11. N2 Pupils outside of catchment
12. N1 Pupils outside of catchment
 - Relates to siblings who are pupils at Berry Hill at the point of admission.

** School reserves the right to prioritise children who need to take up their full allocation over children who do not.

If places have already been offered and accepted at the start of the previous term, late applications will be dependent on whether there are spaces and not on whether the pupil qualifies higher up the admissions criteria.

Parents/carers will be notified with an offer when a place becomes available. In the event of being tied in criteria, pupils will be admitted in date of birth order (oldest first). Entry to a school's nursery does not guarantee entry to the main school at reception age as all schools must follow the admissions criteria from the local authority.

Where Berry Hill's Foundation 1 (Nursery) is oversubscribed, parents/carers will be notified and offered a place on our waiting list. They will be contacted should a place become available.