

# The Mead Infant School

## Nursery Admissions Policy



*Proud to belong*

This Policy is reviewed by the full Governing Body annually.

**Reviewed by:** J. Ashley, Headteacher and full Governing Body in Spring Term 2017

**Next Review:** Spring Term 2018

## Admissions to The Mead School Nursery

The Headteacher welcomes visits from families prior to a child's admission to the school. Parents should make an appointment for a tour of the school by contacting the school office. The school website ([www.mead.surrey.sch.uk](http://www.mead.surrey.sch.uk)) and brochure contain detailed information about the school. Copies of the brochure are available from the school office.

The Mead Nursery accommodates up to 78 mainstream children, shared between two sessions each day. Hearing impaired children are admitted over and above this figure, up to a maximum of 4 children in each session. Places are offered on a full or part time basis - 5 mornings, 5 afternoons or 5 full days. Children are admitted in the September and remain in the Nursery for a full academic year. If places are still available after the first term a January intake will take place; these children will stay in Nursery for five terms. There are no further admissions, unless an individual place becomes available during the course of the year.

Children are eligible for a place in the Nursery starting in the September following their third birthday. To be eligible for a January place the child must have their third birthday during the Autumn term prior to starting. A child must have his/her fourth birthday during their time in Nursery.

The closing date for applications is the same day as the closing date for applications to the Reception Year, as set by Surrey LEA.

All Nursery children will be offered a Home Visit prior to starting Nursery.

### The criteria for admission to The Mead Nursery

Given the limited availability of Nursery provision in the immediate locality, admission of children to the Nursery is based on the following criteria:

- 1) Those with Statement of Special Education Need, Looked After Children or those with a social need will be considered for a priority place.

(If you think your child should be allocated a priority place, please contact the Headteacher.)

- 2) Children who have a sibling in The Mead or Auriol School at the time of the younger child's admission to The Mead.
- 3) Any other child; places will be offered to those living nearest to the school. Distance from home to school is measured using the Surrey SMART online system which measures the distance from the home address to school in a straight line, as set out by Ordnance Survey.

We are currently able to offer a 26 full time Nursery places. These places are only available to children whose parents are entitled to the Government's 30 hours funded childcare initiative. For further information and to find out if you are eligible for the 30 hours funding, please go to:

<https://www.surreycc.gov.uk/people-and-community/family-information-service/choosing-childcare-for-children-and-young-people/paying-for-childcare/30-hours-free-childcare-for-working-parents>

In addition to the standard Nursery admissions criteria detailed above, criteria for admission to The Mead 30 hours Nursery provision are:

- Eligible for 30 hours universal entitlement. Once a 30 hours place has been offered, it will not be formally confirmed until a valid eligibility code has been provided to the school by the parent/carer.
- Able to accept a place for 30 hours per week, 8.45am – 2.45pm Monday Friday at The Mead Nursery (term time only).

The final decision on how places are allocated for The Mead Nursery rests with the Governing Body of the school. The priority criteria listed in this policy will only be used for the purpose of allocating a place at The Mead Nursery. The criteria will not be used for the purpose of allocating morning/afternoon sessions. Parents will be given the opportunity to express a preference for morning/afternoon sessions but these cannot be guaranteed. In the interests of creating balanced classes morning sessions will no longer be offered to siblings as a matter of course.

Length of time on the waiting list will not be taken into account when allocating places.

Parents will be asked to provide us with proof of residence e.g. their Council Tax bill, and proof of the child's date of birth by providing their birth certificate.

NB. The address of a child minder or grandparent will not be considered as the home address.

It should be noted that admission to our Nursery does not guarantee admission to the Reception Year. Parents of our Nursery children need to apply for a Reception place along with parents of children who have not used The Mead Nursery.