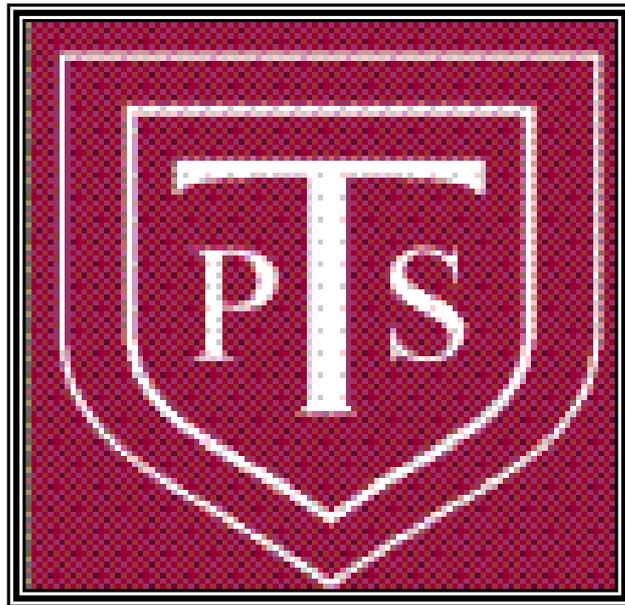


Nursery Admission POLICY



**Tyntesfield
Primary School**

**Policy approved: Spring 2015
Policy review: Spring 2018**

We adopt as our policy the Trafford's guidelines "Admissions to Primary School". When determining the priorities for admission the following criteria will be applied:

1. Children will be eligible for a Nursery place when they are three years old by 31st August of the year of admission.
2. Part time places will be offered either:
 - five mornings (8.40 – 11.40am) or
 - five afternoons (12.30 – 3.30pm).
3. Places will be offered in order to balance morning and afternoon sessions at the discretion of the Headteacher, giving due consideration to parental choice.
4. We shall give preference in the following order:
 - Looked After Children
 - Children with a Statement of Educational Need or EHC Plan.
 - to children within our main school zone, with siblings
 - to children within our main school zone, without siblings
 - to children out-of-zone with siblings in the school
 - to children out-of-zone without siblings
5. Where the number of applications exceeds the number of places available, we will offer places in order of the proximity to the school.

The child's name on the application list does not constitute the promise of a place in the nursery nor does it promise a place in the main school.

Children will be admitted to the nursery in September following their third birthday.

Some applications may require special priority. These will be considered and the decision will rest on the professional judgement of the Headteacher.

Each nursery intake will be staggered with small groups becoming well established before any further children are admitted.

Parents will be advised of the necessity for the child to be brought into and collected from the Nursery by a responsible adult. If this person is not the parent / guardian of the child the Nursery staff should be informed. The adult who accompanies the child will need to ensure they register the child at the beginning of each session.

As places in the nursery are limited, parents are advised that a poor record of attendance or persistent lateness may lead to the place for their child being offered to someone else.

It is expected that children will be fully toilet trained prior to admission to nursery.