



Baildon Church of England Primary School

Admissions Arrangements for Nursery Academic Year 2022-2023 (Nursery Only)

Policy Creation: September, 2021
Policy Review Date: July 2022

'The Lord says for I know the plans I have for you... plans to give you hope and a future.'

Vision Statement

In our school, we celebrate being part of God's family where all respect themselves, others and the world around them. Our vision is to develop a safe, caring community of inspired, resilient life-long learners with a spirit of curiosity, enabling them to flourish in an ever-changing world.

We welcome equally, applications from parents of the Christian faith, of other faiths and of no faith. We ask all parents applying for a place here to respect our distinctive Christian ethos and its importance to the school community.

The planned admissions number (PAN) for admission to the nursery class in the school year commencing September 2022 will be a maximum of the equivalent of 26 full time places, which will take the format of:

- 13 thirty hour places
- 13 fifteen hour places (Monday all day, Tuesday all day and Wednesday AM)
- 13 fifteen hour places (Wednesday PM, Thursday all day and Friday all day)

The arrangements in this policy are for admission to nursery only; attendance at the school nursery does not guarantee a place in the main school.

Making an application

Applications for admission to the nursery should be made by contacting the school office for an application form.

Admission procedures

Entitlement

1. Every 3 and 4-year-old child is currently entitled to 15 hours funded early years education in the term following their 3rd birthday. This is known as the universal offer.
2. Some 3 and 4-year-old children whose parents are working are also entitled to an additional 15 hours funded early years education in the term following their 3rd birthday until they attend reception class. (see eligibility criteria section below) This is known as the extended entitlement.

Universal entitlement:

Children are eligible the term after their 3rd birthday, birth certificates or passports must be checked to determine eligible date of birth.

Extended Entitlement:

For up to date information on your eligibility for the additional 15 hours funding please visit <https://www.childcarechoices.gov.uk/>

If parents think they meet the criteria they need to go to the Childcare Choices website and apply for an eligibility code. If they are successful they will be given an 11 digit HMRC

eligibility code, parents must give the code to all the providers who are offering funded hours for their children. Providers must check the code using Bradford Funded Hours Checker. Once the code is verified a place can be offered if available.

It is up to the HMRC to determine eligibility of parents and not providers. All queries around eligibility must be directed back to HMRC. Tel: 0300 123 4097

Allocation of Places at Baildon Church of England Primary School

In September 2022, Baildon Church of England Primary School will offer:

- 13 thirty hour places
- 13 fifteen hour places (Monday all day, Tuesday all day and Wednesday AM)
- 13 fifteen hour places (Wednesday PM, Thursday all day and Friday all day)

If there are more applications for a nursery class than there are places available, the oversubscription criteria detailed below will be used to allocate places.

Priority will then be given to children that have their 4th birthday between 1st September and 31st August of the academic year of which they are applying for a place.

Oversubscription Criteria:

Places in Baildon Church of England Primary Nursery will be allocated to children in the following priority order:

1. Looked after children or children who were previously looked after but ceased to be so because they were adopted or became subject to a child arrangements or special guardianship order.
2. Children who were Previously Looked After Children outside of England and Wales who were adopted.
3. Pupils who have exceptional medical or social grounds for admission which can only be met at Baildon Church School's Nursery. This application will need to be supported by a written recommendation from the appropriate independent health professional to be received by the school no later than the closing date for admissions.
4. Children living in the school's Priority Admission Area who have an older brother or sister, attending from the same address, and who will still be attending the school at the time of admission.
5. Children of staff who have been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or children of staff who are recruited to fill a vacant post for which there is a demonstrable skill shortage.
6. Other children resident within the school's Priority Admission Area.

7. Children living outside the school's Priority Admission Area with an older sibling currently on roll at the school who will still be attending the school at the time of admission.
8. Other children living outside the school's Admission Priority Area.

NB: In the event that we do not fill all of the places for a September intake, children who turn 3 during the school year could be offered a place in the term following their third birthdays. In this case, they would be ranked in DOB order.

Notes:

(a) The offer of a place at a nursery class attached to a primary school does not guarantee the child a place in the reception class at the same school. A fresh application will be required in accordance with the criteria for admission to reception classes.

(b) Compulsory school age is at the beginning of the term following the child's fifth birthday. Generally children leave nursery to enter reception in the school year in which they have their fifth birthday and commence full time education before reaching compulsory school age. If parents are determined to defer entry to full time education until the following academic year when the child reaches compulsory school age, as is their legal right, a place would be offered in year 1, enabling their child to remain within their chronological age group and not being 'offset' unless it is deemed in the child's best interest to start in reception.

(c) Vacancies arising during a school year will be filled from the school waiting list using the published criteria.

The school will inform parents of the offer of a place on behalf of the governors on the in the Summer Term of 2022.

For definitions and additional explanations, please see the notes section below.

Multiple Births

Where a family of multiple births (twins, triplets etc) request admission and only one of the siblings can be offered a place, the remaining siblings will also be offered places above the admission number.

Tie Breaker

Once the oversubscription criteria have been applied, should a tie break situation exist, the distance between the child's home and school, measured by a straight line distance from the Ordnance Survey address point of the home to the main entrance to the school building, will be used to decide who is given a place; those living nearest will be given the available places. Where the offer of places to applicants with equi-distant addresses would lead to oversubscription, the decision of who will be offered the place will be made by random selection, with support from the Local Authority.

Waiting Lists

Where an application has been unsuccessful parents/guardians may request that the child's name is added to the waiting list. The waiting list will be maintained until the end of the academic year. Any places that become available will be allocated according to the

published oversubscription criteria of the admission arrangements with no account being taken of the length of time on the waiting list.

In-year admissions

Parents/carers seeking to transfer a child to the nursery during the school year should contact the school directly to see if there are places available.

Fraudulent Applications

The Governing Body reserve the right to withdraw the offer of a place if fraudulent or intentionally misleading information has been used on an application, e.g. a false home address. This includes cases where parents take out a short term let or buy a property solely to use its address on the application form without any intention of taking up permanent residence there. In fairness to all parents, all allegations of fraudulent practice brought to the Governing Body's attention will be investigated.

Notes and definitions

Priority Admissions Area

A map showing the priority admissions area can be seen at the end of this policy

Parents

'Parents' include all those people who have a parental responsibility for a child as set out in the Children Act 1989.

Siblings

Sibling refers to brother or sister, half-brother or half-sister, adoptive brother or adoptive sister, foster brother or foster sister, step brother or step sister living as one family unit at the same address. It will also be applied to situation where a full, half or adopted brother or sister are living at separate addresses.

The home address/place of residence

The address must be where the child lives permanently. If the residency is split between two parents the address must be where the child lives for the majority of the time. If the residency is split equally between two parents, they can nominate the address they wish to use for the allocation of a school place.

Families who are due to move house should provide:

- a) a solicitor's letter confirming that exchange of contracts has taken place on the purchase of a property; or
- b) a copy of the current Rental Agreement, signed by both the tenants and the landlords, showing the address of the property; or
- c) in the case of Serving H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Exceptional Medical or Social Need

Priority will be given to those children whose evidence establishes that they have a demonstrable and significant need to attend this school in particular.

All schools can support children with a wide range of additional needs and are expected to accommodate severe medical and social needs. An application made under this criteria should clearly demonstrate why this school is the only one that can meet your child's need in a way that no other school can.

Evidence must be submitted in writing by the closing date for applications (above) and include recent independent objective evidence, for example from a doctor, psychologist, social worker or other professional involved with your child. It should confirm the

circumstances of the case and must set out why the child should attend this school and why no other school could meet the child's needs. If this school is not the nearest school to your child's home address, give specific reasons why closer schools will not meet your child's needs.

Providing evidence does not guarantee that a child will be given priority at this school and in each case a decision will be made based on the merits of the case and whether the evidence demonstrates that a placement should be made at this school above any other. In consideration of each case the board may consult with other medical or educational professionals for a further opinion as to whether the pupil should be allocated a place at this school.

'Medical need' does not include mild medical conditions, such as asthma or allergies. 'Social need' does not include a parent's wish that a child attends the school because of a child's aptitude or ability or because their friends attend the school or because of routine child minding arrangements.

Looked After Children

A 'looked after child' is a child who is in the care of the local authority, or being provided with accommodation by a local authority in the exercise of their social services functions. A previously 'looked after child' who is no longer looked after, in England and Wales, because he/she is the subject of an adoption, special guardianship or child arrangements order which includes arrangements relating to with whom the child is to live.

Previously Looked After children outside of England and Wales

A 'previously looked after child' who has been in 'state care' outside of England and Wales, accommodated by a public authority, a religious organisation or any other organisation the sole or main purpose of which is to benefit society and legally adopted.

Priority Admission Area

