



## GLF SCHOOLS NURSERY ADMISSIONS POLICY 2024/25

Places for new September 2024 starters will be offered from March 2024 onwards

### **Nursery attendance and admission to Reception**

Please note, admission to our nursery **does not** guarantee admission to Reception, there is no automatic transfer from Nursery into Reception. You will need to apply for a reception place in the normal way according to the admission process for the Borough in which you live.

### **Starting age**

A child will be eligible for admission to the nursery from the age of two.

### **How to apply**

Parents wishing to apply for a place for initial entry in September 2024 must complete a Nursery application form and submit by 15<sup>th</sup> March 2024.

In the event the nursery is oversubscribed the following criteria will apply in order of priority:

1. Looked after and previously looked after children
2. Children who have a sibling on roll at the school, or at the linked school, at the time of admission into the school
3. Children of staff employed at the school
4. Remaining places in age groups will be offered based on nearness to the school

If oversubscribed in any of the criteria, places will be offered on nearest distance to the school.

The school reserves a set number of places until four term-time weeks before the beginning of the next academic year to support any late applications from children as per the above criteria and for children eligible for FEET funding or, Early Years pupil premium. After this time if the places are not allocated, the school will move to the waiting list.

Days/Times	Hours	2 Year Olds- charge per session if not using funding	3 Year Olds- charge per session if not using funding
Breakfast Club	<a href="#">Quality Childcare - The Play Professionals</a>		
15hours * Monday & Tuesday Wednesday Morning	9am - 3:30pm 9am - 11am	£150.00 per week	£120.00 per week
15hours* Wednesday afternoon Thursday Friday	1.00pm - 3:30pm 9.00am- 3:30pm 9.00am-3.00pm	£150.00 per week	£120.00 per week
30 Hours Monday, Tuesday, Thursday Wednesday Friday	8.30am - 3.30pm 8.30am -11.00am 8.30am -3pm	£300.00 per week	£240.00 per week
Wednesday half day charge	11.00am- 3.30pm or 9.00am-1.00pm	£45.00	£36.00
After School Club	<a href="#">Quality Childcare - The Play Professionals</a>		
School Hot Lunch	School lunch not included- please choose to bring a healthy packed lunch or pay for a school hot lunch at £2.65 daily		

\*We also offer optional payable half days on a Wednesday so that your child can attend 3 full days, subject to availability

The options above can either be parent funded or state funded, and we are registered with many childcare voucher providers and the Government's tax-free childcare scheme. See [Childcare Choices | 30 Hours Childcare, Tax-Free Childcare and More | Help with Costs | GOV.UK](#)

The above parent funded charges are for September 2024 but may be subject to change from January 2025.

**Lunches:** School lunches are available and cooked by the school kitchen staff. Please see school website for charges Alternatively, your child may bring in a healthy packed lunch (see school packed lunch policy).

**Uniform:** To develop a sense of belonging and in preparation for school, children are expected to wear our school-coloured t-shirt and sweatshirt, which are available from our school uniform suppliers. This should be worn with black jogging bottoms, leggings or shorts.

## **Looked after and previously looked after children**

Looked after and previously looked after children will receive the top priority for a place. Looked after and previously looked after children will be considered to be:

- Children who are in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989, eg. fostered or living in a children's home, at the time an application for a school is made;
- Children who have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989 and who have left that care through adoption, a child arrangements order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989);
- Children who have been in state care outside of England and ceased to be in care as a result of being adopted.

Places will be allocated under this criterion when places are first offered at a school and the local authority may also ask schools to give priority to these children at other times.

## **Siblings**

- A sibling will be considered to be a brother or sister (that is, another child of the same parents, whether living at the same address or not), a half-brother or half-sister or a stepbrother or stepsister or an adoptive or foster sibling, ordinarily living as part of the same family unit at the same address.
- A child will be given sibling priority if they have a sibling on roll at the school concerned and that sibling is still expected to be on roll at that school at the time of the child's admission.

## **Children of staff**

Priority will be given to a child if their parent is a permanent member of staff at the school. A member of staff will qualify as being employed at the school, or being in post at the school, if they have a contract of employment with GLF Schools and the school is their named base in their employment contract.

## **Home address**

A child's home address must be the child's normal place of residence at the closing date for applications or at the time of offer for in-year applications. It excludes any relative's address unless the child lives at that address as their normal place of residence. Business or child minder's addresses must not be used.

For children who move between two addresses, the address to be used will be the address where the child lives the majority of the time.

Where the child spends an equal time between their parents/carers, it will be up to the parents/carers to agree which address to use.

Where the child is subject to a child arrangement order which names the address that the child must spend the majority of their time in, that address must be used.

We will not generally accept a temporary address if the main carer of the child still possesses or rents a property that has previously been used as a home address, nor will we accept a temporary address if we believe it has been used solely or mainly to obtain a school place when an alternative address is still available to that child.

Changes of address may be considered if there are exceptional reasons for the change, such as if a family has just moved to the area. Please note schools may request proof of address.

All distances will be measured by the computerised Geographical Information System.