

Original document	Christine Jones (DBE Admissions Officer)	August 2016	Version 1 (Draft)
	David Cousins	Aug 2016	Version 1.2 (Draft)

Policy for Admission to an ODST Nursery School Bampton CE Primary School

For admissions from September 2020



Policy Updated: September 2019

Policy Review Date: September 2020

As an academy the local governing body is the admission authority and has the responsibility for setting these arrangements and for making decisions regarding admissions applications.

1. The Ethos of Bampton CE Primary School:

“Bampton CE Primary School values highly its Christian ethos, its close links with local churches and the Diocese of Oxford. We provide a distinctively Christian, yet inclusive, environment in which each child is motivated to acquire skills for life and a love of learning. As a church school, we welcome applications from Christian families, and those of other faiths or none. We ask all parents applying for a place at our school to respect this ethos and its importance to the whole school community.”

We endeavour to enable all individuals in our school community to learn together, grow in respect, tolerance and understanding of the world in which we live and embrace Christian values, to be the best that we can be.

2. Patterns of attendance available

The minimum entitlement to funded nursery education is 15 hours per week. The universal entitlement starts from the term after the child's third birthday (based on a 3 term year).

We offer the Early Years Education Funding across 5 mornings and this is the attendance expectation for parents accepting a place at our nursery:

- Morning sessions run from 8:45am to 11.45am, Term Time Only

If children are struggling to transition into the nursery setting parents may agree with the nursery team to a staggered start where the child attends on consecutive mornings building up to five full mornings attendance over a short period of time (usually full-time attendance being achieved within a short term). Attendance over consecutive mornings allows for key workers to ensure continuity of provision through observation and planning of appropriate next steps.

We have limited availability for children who are 2 and a half years old and parents are able to apply for bookable morning sessions (between 1 to 5 mornings) and will be invoiced for these each term.

3. Extended Hours

Some families may need a longer day; we can also offer nursery places (for 3-year olds) in our breakfast club provision. These sessions are:

- 7.30am – 8.45am

The provision before and after school will differ from the core early years provision as there will be older children attending but early years ratios are still adhered to.

4. Charging

Sessions for 2 and a half year olds can be purchased at a cost of £5.00 per hour. For current prices for our wrap around childcare please refer to our Breakfast and Afterschool Club policy.

There is no charge for applying for a nursery place, for admission or for the provision of education. We will not request donations before or during the admissions process and any donations made to the school following admission are entirely voluntary. No bought activities, such as visits are compulsory.

Details about buying additional sessions/hours in the nursery are set out in the schools charging policy. A policy on charging for activities is available on request from the school and can be viewed on our website.

5. Visiting

We welcome visits from parents and children who are considering applying for a place here. This is an opportunity for you to see what we have to offer. Visits are not a compulsory part of the admissions process and will not affect decisions on whether a place can be offered at our nursery. If you would like to visit Bampton CE Primary School, you should contact the school to make an appointment.

Stay and Play sessions and Meet the Teacher sessions are offered to support transition into nursery.

7. Applying for a place

Most children will start at the nursery at the start of the term. Other children join us “in-year” at other times. This may be because they are new to the area or would like to transfer from another early years’ provider.

To apply for a place here you must use the Bampton CE Primary School Nursery Application Form

Places are not allocated to a child automatically, even where:

- There is an older sibling attending here;
- A child attends a particular toddler group or Children’s Centre attached to the school;
- A parent has expressed an interest at any time in the school; or
- The child has always lived close to the school

No places will be held in reserve for a child who applies late; the school cannot hold places empty if another child applies for admission. We will publicise the need to apply but the responsibility for making an application will be with you as the parent.

8. How to apply for a Nursery place

Parents must complete the Bampton CE Primary School Nursery Application Form and return it to the school.

The closing dates for applications for the nursery/foundation stage unit intake are: 1 April, 1 July and 1 January. You can apply after these dates but your application may not be considered until after all of the applications that were on time.

9. Information provided in an application

We would like all applications to be fully and honestly completed. It is important that where we offer places to some and refuse others we do so fairly and consistently. Where we have reason to believe that information is false and has been provided knowingly we may withdraw the offer of a place. This is particularly relevant where an address is given which is not the one from which a child will actually attend nursery/FSU and this disadvantages another child. If necessary, we will ask for evidence of a child's home address before admission.

If you know or believe that your child's address will change before admission, you must inform the school as this may affect your application.

You will be asked to provide date of birth evidence so we can check your child's age.

10. What happens next

If there are fewer applications than places, then no application will be refused. Only if there are more applications than there are places available will the governing body prioritise applications according to the oversubscription criteria below.

By 1 May, 1 October and 1 February we will inform parents of the outcome of their applications. If we are unable to offer a place this will give you the opportunity to make alternative arrangements with another provider.

11. Published Nursery Admissions Number (PNAN)

This is the number of places we intend to make available for our normal nursery intake. Our PNAN is: 30.

12. Oversubscription Criteria

Where the number of applications exceeds the number of places available in the nursery the governing body will use the following oversubscription criteria to prioritise applications for both funded and bought hours:

- 1) A child with an Education, Health and Care (EHC) Plan naming Bampton CE Primary School will be admitted
- 2) Looked After Children or those who were Looked After but ceased to be because they were adopted, made the subject of a child arrangement order or made the subject of a special guardianship order
- 3) Children who live in the schools designated ^(see note 1) area and are eligible for the Early Years Education Funding for two year olds or the Early Years Pupil Premium
- 4) Children who live in the schools designated area with a sibling ^(see note 2) at the school
- 5) All other children in the designated area
- 6) All other children

Note 1: Designated area: See Appendix A. Proximity of the child’s home, as measured by the straight line distance between the home and school with those living nearer being accorded the higher priority, will serve to differentiate between children in these criteria should the need arise. In the event that two distance measurements are identical, the school will use random allocation to decide which child should be offered the place. The process will be conducted in the presence of a person independent of the school. The straight line distance used to determine proximity of the home to the school will be measured by ABC LAs Geographical Information System as described in the ABC LA admissions booklet.

Note 2: By sibling we mean a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

13. Further information:

- Reception - the year children become 5
- Nursery (F2) - the year children become 4 and
- Nursery (F3) - the year children become 3
- Nursery – usually it is not necessary to separately identify F2 and F3 groups
- ‘Year’ – refers to the academic year (September to August)

Eligibility Terms Note: Universal Funding entitlement starts from the term after the child’s 3rd birthday

Funding for 2 Year Olds is dependent on a range of eligibility factors and a child would start no sooner than the term after they turn 2 ½ years old.

Please see the following website for more information: <https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>

A nursery place should cease no later than the term after the child’s fifth birthday, that is, when they are of statutory school age.

Any complaint about the operation of this admissions policy or the refusal of a place should be made through the school’s complaints process.

There is no statutory right of appeal.

Contact details and further information

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Location and Designated Area of Bampton Church of England Primary School

