

MERSEY PARK PRIMARY SCHOOL



FOUNDATION 1 ADMISSIONS POLICY

Based on Wirral Education Authority Guidelines issued to schools.

THE FRAMEWORK

Under the Leadership of the Early Years Development and Childcare Partnership (EYDCP), Wirral has established sufficient places in early years settings for all four-year-old children and/or 77% of three-year-old children. These places are in:

- Nursery schools and classes maintained by Wirral Local Education Authority
- Private settings, e.g. independent nurseries, private schools and playgroups

All approved settings offer free part-time places and parents may opt for a place in any of the settings.

This paper describes the policy for admission to the Education Authority's nursery schools and classes.

ADMISSION TO NURSERY SCHOOLS AND CLASSES

Parents should apply for a place in a nursery school or class in a primary school directly to the Headteacher of the school. This can be done from the end of October the year before they are due to enter Nursery. If there are fewer preferences than places available, then all the children will be offered places.

If there are more preferences than places available, the decision as to which children should be offered places will be taken by the Governing Body in accordance with the following guidelines.

4-YEAR OLD-CHILDREN

Consideration should be given firstly to those children who will be four during the course of the academic year for which admissions are being considered. No distinctions should be drawn between those born earlier or later in that year.

STEP 1

If the school or class is over-subscribed with four-year-old children, first priority should be given to those with a medical reason, particularly if it is related to a special provision made at the school. For example, if a school has a special base for a child with physical or sensory impairment. (Note that a medical condition is not necessarily a medical reason for a place at a particular school; the condition has to be relevant to the provision or circumstances at the school or class in question.) Priority is also given to Looked After Children.

STEP 2

(Step 2 is an amendment to the LA Guidelines designed to meet the needs of the families of Mersey Park Primary School.)

If there are sufficient places for all applications, all the children may be offered places.

If there are more applications than places available, consideration will then be given to applications from parents where there is a sibling connection as long as the sibling(s) is(are) still registered at school on the commencement date of that child's entry into Foundation 1, whether or not that child resides in or out of our zone.

They should be offered to those children with a sibling who live nearest to the school first; the distance from home to school should be measured by the shortest available walking route.

After that, if all places are not filled, applications from parents who live within our zone area will be considered.

If there are still places available, out of zone applications will be considered with those children living closest to school being allocated places first.

If there are insufficient morning or afternoon places to fulfil first choices, priority will be given to the applications received the earliest.

3 YEAR OLD CHILDREN

If there are vacancies after places have been given to all the four-year-old children, these should be offered in accordance with the following scheme of priorities.

Children with special educational needs identified either through a Formal Assessment, including advice from an Educational Psychologist or by a specialist Early Years teacher.

Children whose parents are in receipt of Income Support, Income-Based Jobseekers Allowance, Disability Living Allowance or Working Families Tax Credit.

Children whose birthday falls between 1st September and 31st December.

Children whose birthday falls between 1st January and 31st March.

Children whose birthday falls between 1st April and 31st August.

If priorities have to be decided within any one category, priority should always be given to those who live nearest.

GENERAL CONDITIONS

In nursery classes all the places should be part-time. In nursery schools, places should normally be offered on a part-time basis unless there are compelling reasons why a full-time place should be offered. Children should not attend more than one session per day unless they are attending full-time.

Responsibility for determining admission if the school or class is over-subscribed, rests with the Governors, subject to the Authority's guidelines. The Governors may delegate this responsibility to the Headteacher and the Chair of Governors.

Children should not normally be admitted earlier than the beginning of the term following their third birthday. Requests for earlier admission may be considered but will only be granted under exceptional circumstances. The General Inspector (Early Years Education) will consider such requests. If, after the categories outlined above have been exhausted, there are still some places available, the Headteacher should contact the General Inspector (Early Years Education) for further guidance.

Children must not be refused admission on the grounds of insecure toilet training. Schools should make every effort to accommodate their needs and may wish to suggest to parents that they should accompany their children when they first enter the nursery in order to support their child. If a toilet training programme is not successful, the school should approach the school nurse in the first instance, who may refer the child for more specialist help.

Parents must be informed at registration that there are separate arrangements for admission to the Reception year. Admission to a nursery class in a school does not give any degree of priority to a place in a Reception class.

L.A. maintained schools should keep two part-time places until the end of September in order to accommodate emergency placements.

Schools will be asked to inform the Education Department of vacancies during the first week after each half-term.

It is expected that Governing Bodies of voluntary aided schools with a nursery class will continue to take account of religious affiliations of the parents in determining admissions but are asked to confirm with these guidelines.

Guidance on shortest distance to schools can be obtained from the Pupil Services Section in the Department of Education and Cultural Services.