Rowley View Nursery School
Admission Policy

Rowley View Nursery School is a Local Authority maintained nursery school offering places to children from two years of age until the end of the academic year in which they turn 4. The names of the children wishing to attend the Nursery School are entered onto the waiting list; there is no restriction for age when this is done. If we have places available, we take children throughout the school year, ideally at the beginning of a new term.

If there are no places available, children will be placed on a waiting list until a place becomes available. A high percentage of children join our nursery school at 2 years of age and remain here until school-age. Their transition between classrooms and key workers is effectively managed, with the majority of children being familiar with the whole-school environment, developing excellent relationships with all staff and developing a sound understanding of school routines.

Following the acceptance of a place, individual letters are sent to each child, detailing a 'Home Visit'. Please see 'Induction Policy' to outline the procedure we follow.

Admission Criteria
Where insufficient places are available to accommodate all the children on the schools waiting list, the following criteria will be applied: -

1. Special Educational Needs
The admission of children with a Statement of Special Educational Needs (SEN) or an Education and Health Care Plan (EHCP) will be agreed between the LA's SEN Statutory Assessment and Review Team, parents and school in accordance with parental preference, as far as possible, and the child's individual needs. Children with Statements of SEN or an EHCP are given overall priority.

2. Looked After Children (as defined by Section 22 of the Children Act 1989) and previously looked after children.
Priority will be given to a child who is in the care of a Local Authority or provided with accommodation by that authority or a child who has been adopted (or is subject to a child arrangements order or special guardianship order) immediately following being in the care of a Local Authority.

3. Siblings currently attending the school
The child has a sibling who currently attends the school. A sibling is a child who resides permanently at the same address as the child for whom a place is being requested, and is one of the following: -

- Brother/sister

- Half-brother/sister (i.e. share one common parent) or stepbrother/sister (i.e. related by a parent's marriage)
- Other child for whom it can be demonstrated that s/he is residing permanently at the same address (e.g. under the terms of a residence order).

The sibling connection only applies where the child concerned has a sibling attending the school at the same time.

4. Pupils for whom a place at the school is essential on medical or social grounds and supported in writing by a medical practitioner or a Social Worker. (Applications will be subject to verification by the Admissions & Education Sufficiency Manager).

5) Distance between the home address and the school as measured in a straight line with those living closer to the school receiving the higher priority.

Admission for a Two-Year-Old

Two-Year -Olds can be admitted to the school if they are fee paying or if they are funded through either Time to Start funding or through Working Families Entitlement.

Admissions for two-year-olds are made directly to the school but families entitled to funding also need to apply for a code through Childcare Choices Homepage | Childcare Choices to check eligibility. To get a place you must have a child who is 2 and pass the code to the school.

Time to Start Eligibility

Families in receipt of:

- Income Support
- income-based Jobseeker's Allowance (JSA)
- income-related Employment and Support Allowance (ESA)
- Universal Credit, and your household income is £15,400 a year or less after tax, not including benefit payments
- the guaranteed element of Pension Credit
- Child Tax Credit, Working Tax Credit (or both), and your household income is £16,190 a year or less before tax
- the Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

Families receiving support under the Immigration and Asylum Act and have either:

- claimed asylum in the UK and are waiting for a decision (known as 'part 6')
- been refused asylum in the UK (known as 'section 4')
- Families where the household income is £15,400 a year or less after tax, and you have either: leave to remain with 'no recourse to public funds' on family or private life grounds
- the right to live in the UK because you're the main carer of a British citizen (known as a 'Zambrano Carer')

Children with Special Educational Needs:

- Child receives Disability Living Allowance
- Child has a current statement of special educational needs or an Education Health and Care plan

Looked after or adopted children:

- Child is looked after by a local council
- Child has left care under a special guardianship order, child arrangements order or adoption order

Working Families Entitlement

You can usually get funded childcare for working parents if you (and your partner, if you have one) are:

- in work or starting a new job
- on sick leave or annual leave
- on shared parental, maternity, paternity or adoption leave

The amount of funded childcare you can get depends on:

- your child's age and circumstances
- your income (and your partner's income, if you have one)
- your immigration status

Admission for a Three Year Old

The Governing Body of Rowley View Nursery School applies the criteria determined by Walsall Children's Services, for admissions, fairly and equally to all those who wish to attend. School admissions policies | Walsall Council

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The Nursery School provides 15-hour part-time places for children from 3 - 4 years of age as a universal offer. Places are allocated following the child's 3rd birthday in date order. There are places for 30 hours as part of the working family's entitlement until capacity of 30-hour places is reached. Some parents who are not eligible may wish to pay fees for extra 15 hours on top of their universal 15 hours. We also have a number of extended sessions for breakfast club until capacity is reached.

Parents and carers will need to submit their eligibility code and renew it termly to keep the 30-hour place open. Childcare Choices will notify parents when their entitlement ceases if the code has not been renewed and how long the grace period lasts. We cannot have children for more than 15 hours unless they have a current funding code or they fees.

Policy Reviewed March 2025

Signed: - Chair of Governors

Date: -