

BURFORD SCHOOL



Burford School and Nursery

‘Enjoy, Achieve, Succeed Together’

NURSERY ADMISSIONS POLICY

Date policy adopted by Governing Body: March 2024	Date of next review: March 2027
This policy will be subject to review every three years by the Governing Body or more frequently in the light of changes in legislation	

Statement of Intent

Burford School has a long tradition of offering a broad and balanced education to children. We seek to develop a love of learning and we place equal importance upon academic, moral, social, physical and spiritual development. Forging strong links with our families and the wider community, we endeavour to offer an excellent education which will prepare the children for the opportunities, experiences and responsibilities of adult life.

Legislation

Prior to compulsory education, every child is entitled to receive 15 hours funded education known as the universal free entitlement from the start of the term following his or her third birthday. For 3 and 4 year olds an additional 15 hours known as the extended entitlement, making a total of 30 hours, may be available for eligible working families.

Please note there is no automatic admission into the main school from our Nursery. Children will not be guaranteed a place in the main school through attendance at our nursery. Parents will need to apply for a school place in accordance with the Bucks coordinated scheme and places are then allocated in line with the admissions rules for the school.

Applications Process

We are proud to offer a teacher led Nursery provision to children in the term following their 3rd birthday.

Application and booking forms are available on our school website. Once completed please return to the school office.

Offers of places will be made three times a year, autumn term, spring term and summer term. If our Nursery has spaces available, adhoc offers can be made throughout the year.

Any child attending our Nursery is required to attend for a minimum of 3 sessions. A session is either a morning or afternoon period. Children are welcome to stay for lunch at a daily charge and will be required to bring a packed lunch to school with them.

Nursery Class Admission Rules

At any point during the year if the number of applications exceeds the number of places then once children who already hold an Education, Health and Care Plan have been allocated places the remaining places will be allocated in the following order:

1. Looked after children and previously looked after children.
2. Children who have exceptional medical or social needs, which can only be met at that school, supported by written evidence from an appropriate professional person.
3. Children of staff where either:
 - a. The member of staff has 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*
 - b. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
4. Children living within the catchment area of the school
5. Siblings of children who are attending the school at the time allocations are made or attend a linked primary school at the time allocations are made
6. Children who qualify for Early Years Pupil Premium
7. Once the above rules have been applied then any further places will be offered in distance order; using the distance between the child's Normal Home Address and the school's nearest open entrance gate offering the closest first. We use a straight-line distance.

The straight-line distance definition: is 'the distance from the address point of the pupil's house, as set out by Ordnance Survey, to the nearest school gate available for pupils to use'.

8. Where one place remains and the next two applicants are equal distance from the school in all cases, including flats and apartments, where addresses are equidistant a [random allocation](#) will made.

Exceptional Social and Medical process for nursery admissions

The governing body of the nursery will consider applications under this rule on receipt of information from the parent to indicate strong reasons for the child attending a particular nursery/school. When making an application parents should send evidence from an independent professional person (this might be a doctor or health visitor) who knows about the child and supports the application to the school. They must also provide evidence that they are entitled to receive Early Years Pupil Premium or Disability Living Allowance. It must clearly show why the nursery is the most suitable.

Definition of sibling

A sibling is a brother or sister. For admission purposes we mean one of two or more individuals who have one or more parent in common, or any other child (including an adopted or fostered child) who lives at the same address and for whom the parent also has parental responsibility or, (in the case of a fostered child) delegated authority.

Definition of Early Years Pupil Premium entitlement

3- and 4-year-olds in state-funded early education will attract Early Years Pupil Premium (EYPP) funding if they meet at least 1 of the following criteria:

- their family gets 1 of the following:
 - [Income Support](#)
 - income-based [Jobseeker's Allowance](#)
 - income-related [Employment and Support Allowance](#)
 - support under [part VI of the Immigration and Asylum Act 1999](#)
 - the guaranteed element of [State Pension Credit](#)
 - [Child Tax Credit](#) (provided they're not also entitled to [Working Tax Credit](#) and have an annual gross income of no more than £16,190)
 - [Working Tax Credit](#) run-on, which is paid for 4 weeks after they stop qualifying for Working Tax Credit
 - [Universal Credit](#)
- they are currently being looked after by a local authority in England or Wales
- they have left care in England or Wales through:
 - an adoption

- a special guardianship order
- a child arrangement order

It is the responsibility of the governing body of the nursery to establish a child's eligibility to EYPP.