



## **Gade Valley Nursery Admissions Policy**

We believe that all young children should have an equal opportunity to access high quality, Early Years Education.

At Gade Valley Primary School children can start the Nursery class in the September after their third birthday. Parents to use the application form on our website or contact the school office to apply for a place

### **Nursery Admissions timetable**

From the 1<sup>st</sup> February 2024 parents can apply to Gade Valley School Nursery for a place for in the Nursery for the academic year September 2024 to July 2025.

The school will endeavour to reply to all applications in a timely manner.

### **Admission arrangements**

The hours are for term time only. The schools term dates are published on the school website.

**Morning Nursery** - 8.45am until 11.45am.

### **30 hour funded (6 hours a day)**

Parents can check eligibility at [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk).

Gade Valley School Nursery offers pupils in receipt of 30 hour funding a place from 8.45am to 2.45pm. Parents who would like to extend their hours can pay for their child to stay in the Nursery until 3.15pm at an additional cost. This fee must be paid in advance to the school. Children staying for the 30 hour funding will need to bring their own packed lunch.

Parents can apply for a 30 hour place at Gade Valley School Nursery from February using the application form on the schools website. A provisional offer of a place will be made, in accordance with the oversubscription criteria, with the understanding that a place will not be offered until the parent has provided the school with their 30 hour offer code provided by the government and the parents national insurance number. Once the School has checked the codes eligibility a 30 hour place will be offered to the child. If the parent has not provided the school with their 30 hour eligibility code by 30th April then the provisional offer will be removed. Parents have the responsibility to re check their eligibility every three months with HMRC.

Parents will need to supply the school with the new eligibility end date every three months. If parents eligibility ends then the schools offer of a 30 hour place will end. The school and parent can then discuss the child being offered a 15 hour place in the Nursery. The 30 hour funding can be split between two providers as long as both agree to the split. Please contact the school if this is your preference.

### **15 hour place (3 hours a day)**

Parents can apply for a 15 hour place from February.

### **30 hours per week (non-funded)**

8:45am - 11:45am **free** place

11:45am - 2:45pm - Extended provision, which will incur an additional cost.

or 11.45am – 3.15pm – Extended provision, which will incur an additional cost.

### **Over subscription criteria for Gade Valley Primary School**

Gade Valley Primary School Nursery will admit children with an EHC (Education, Health and care) Plan that names the school.

Parents can apply to Gade Valley Primary school for a place in the Nursery class to start in the September after their third birthday. However, if there are not enough places available, places will be allocated in the following order of priority:

- Children looked after and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order).
- A child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.
- Other applicants where the following criteria are considered to determine priorities:
  - 1) Children of staff who are employed at the school.
  - 2) Children who have a sibling at the school at the time of application, unless the sibling is in the last year of the normal age range of the school i.e. is in year 6. Priority will then be given to those who live nearest to the nursery as measured in a straight line.

Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

Gade Valley Primary School will use parent distance checker for calculating home-school distance measurements.

A place in the Gade Valley Nursery does not guarantee a place in Reception. Parents must apply to Hertfordshire County Council for a Reception place in their chosen school.