



Farnborough Grange Nursery School, part of Farnborough Grange Nursery/Infant Community School *An Academy in The Good Shepherd Trust*

Nursery Admission Policy 2024-2025 for Two Year Old Children

Farnborough Grange Nursery is part of a fully inclusive School that warmly welcomes families from all faiths or no faith, communities, cultures and backgrounds.

The Good Shepherd Trust is the Admission Authority for the school (including the nursery class) and children are admitted only in accordance with this policy and the order of priorities given below. Following guidance from Hampshire County Council, there is agreement that the large, free-flow Nursery is suited to children from 2 years 6 months of age.

Please note that there is no right of appeal if a place is not offered therefore parents are encouraged to very carefully read the over-subscription criteria below.

Over-Subscription Criteria

1. Looked After Children and previously Looked After Children, including those who appear (to the Admission Authority) to have been in state care outside England and ceased to be in state care as a result of being adopted - children who are in the care of the LA or provided with accommodation by a LA in accordance with S.22 of the Children Act 1989; or children who were in the care of the LA or provided with accommodation by a LA and who left that care through adoption, Child Arrangement Order or Special Guardianship Order. Official confirmation of the child's status must be submitted at the time of application.

2. Children for whom there is a Recommendation for Nursery Education on the basis of Special Educational Needs. The recommendation must be by a health professional, social worker, educational psychologist, area Inco, outreach worker or education welfare officer. A full review meeting must be held before a child is offered a place, to determine the Nursery capacity to meet the need.

Examples of special educational needs, in no order of priority, might include:

- emotional and behavioural needs
- hearing difficulties
- lack of personal interaction and stimulation
- physical disabilities
- speech and language needs
- visual difficulties

3. Children with Social Needs, based on information provided to the Headteacher as part of the application process.

Examples of social needs, in no order of priority, might include:

- children of multiple births (twins, triplets etc)
- a child with limited play space in an over-crowded home
- a child who has two or more siblings (see definition) under four years of age
- a child on the child protection register
- a child of parents with disabilities
- children with a sibling (see definition) who has a disability that requires a significant amount of additional support
- a child with English as an additional language
- a child who is eligible for the 2 year old education grant
- a child who is eligible for the 30 hours free childcare for working families (*subject to confirmation of such eligibility by the DfE and any identified priority groups within this*)
- a child not meeting developmental milestones e.g. health visitor records

4. Children with a Sibling (see definition) on the school roll who will still be attending Farnborough Grange Nursery/Infant Community School or Grange Community Junior School at the time of admission.

5. Children of Staff –Full-time or part-time members of staff on the school payroll at the closing date for applications and who have been so employed for two or more years at that date OR who have been recruited to fill a vacancy at the school for which there is a demonstrable skills shortage. A **Supplementary Information Form (SIF)** available from the school office or the school website must be completed and submitted by the closing date for applications in order to be considered under this criterion.

6. Any other children whose parents wish them to attend this Nursery School

When over-subscribed, the local committee considers all applications in accordance with the above criteria, set out in priority order. Children with an Education, Health and Care Plan (EHCP) will be admitted to the Nursery within the number of available session places. An EHCP is not an over-subscription criterion.

Eligibility

Some two year olds are eligible for up to 15 hours per week of free education. To see if your child is eligible or find out more information please follow this link:

<https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/childcare/payingforchildcare/freechildcare/2yearoldoffer> or call 0300 555 1384. If eligible, you will be given a unique reference number (URN).

Nursery Entitlement

The Nursery can accommodate a maximum of 8 part-time free entitlement places in the two year old group. (Provided they are 2 years 6 months or above). Children can access a place during the year in which they turn two and the patterns of attendance are either 5 morning or 5 afternoon sessions.

Session Times

Mornings: 8.50-11.50

Afternoons: 12.00– 15.00

Application

Parents must complete an application form and provide a copy of your child's birth certificate at the time of application. Please send you application into the school office when your child reaches two years of age, or as soon as possible after that. Please note, you will need your Unique Reference Number (URN) for Early Years Education. The school will consider applications strictly in accordance with the admissions criteria and will let parents know by

letter of their decision, where possible at least half a term before admission. Usually this will be by the end of October and May. If a place is offered but no response is received within two weeks, the place will be offered to the next child on the Waiting List. The final decision on when a child is admitted, the number of hours a child is able to attend and his or her pattern of attendance, rests with the Headteacher.

Please note that attendance at our nursery school does not guarantee admission to the infant school. If your child is currently attending the nursery, you must officially apply for a school place via the LA, in accordance with the Farnborough Grange Infant Community School Admission Policy.

Definitions

Sibling – brother/sister, half-brother/sister, step-brother/sister, adoptive brother/sister or foster children, all living as part of the same family unit at the same address.

Parent – a natural, adoptive, step or foster parent or other legal guardian

Home Address – the child’s permanent address or where the child lives for the majority of the school week. The address used for the initial allocation of places will be the child’s address at the closing date for applications.

Tie-Breaker- if the school is over-subscribed within any criterion, places will be allocated to the child living closest to the school. This is measured using Surrey’s Geographical Information System (GIS) in a straight-line distance from the address point of the child’s home as set by Ordnance Survey, to the nearest school gate available for pupils to use. Where there are two or more applicants who live equidistant from the school or multiple addresses with the same address point, priority will be decided by lottery.

Multiple Births - if the final place is offered to such a child, the school will admit any other consecutively ranked siblings from the same multiple birth, even though this may exceed the PAN. However, no further children will be admitted until the number drops below PAN.

Waiting List - if there are more applicants than places, the school will hold a Waiting List (WL), which will be ranked strictly in accordance with the over-subscription criteria, taking no account of the date that a child’s name was added to it. The WL will be maintained until the last day of the academic year, after which an in-year application should be completed if parents still wish their child to be considered for a place.

All Applicants to Note – *the Trust reserves the right to withdraw the offer of a place if an application has been made which is fraudulent or intentionally misleading and which has effectively denied a place to another child.*