

Bailey Green Nursery Bees and Butterflies Admission Policy for 3 Year Olds

Applications for nursery places in either Main School Bees or Butterflies should be made directly to the school. Offers of place will be made as soon as possible.

The local authority is required to ensure that there is sufficient nursery provision within the borough for three year olds and four year olds, leading up to their statutory school starting age. In addition and in accordance with the Education Act 1996, children with a Statement of Special Educational Needs/Education Healthcare Plan are required to be admitted to the school named in the statement/EHC plan.

In accordance with the Education Act 1996, children with a Statement of Special Educational Needs are required to be admitted to the school named in the statement. Thereafter the following oversubscription criteria will apply.

Oversubscription criteria for the universal offer which all children are eligible for (15 hours per week) the term after their 3rd birthday.

Looked after children in the care of a local authority or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order.

A looked after child is a child who is in the care of a local authority in accordance with section 22 of the Children Act 1989 at the time the application for admission to school is made and whom the local authority has confirmed will still be looked after at the date of admission. An adoption order is an order made under section 36 of the Adoption and children Act 2002, A residence order is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989

Pupils who live within the catchment area of the nursery school/class (pupils in this category with a sibling link (an older brother or sister) who will be attending the school in September 2019 will be given priority.

Sibling link (an older brother or sister) to include adoptive siblings, half siblings, step siblings and long term fostered children residing at the same address and who will be attending the nursery school/class in September 2019.

Shortest distance measured as a straight line from a single fixed central point of the home address (including flats) to the central point of the nursery school/class using the Local Land and property Gazetteer and North Tyneside Council's Geographical Information System (GIS) System.

Multiple birth children will be considered independently from their family member/s therefore if they cross the admissions' maximum, we will not be able to offer places to the sibling who is over the total admission number in either of our settings.

The Main School Nursery – Bees and Bailey's Butterflies will offer the Universal 15 hours entitlement to all three year olds and the Additional 15 hours of provision for working parents.

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15 Universal Hours at Main School Nursery - Bees

The 15 universal hours in Bees will be offered on a part-time basis, usually 5 mornings or 5 afternoon sessions per week with one nursery session based on three hours in length. This is term time only over the school year. The school will prioritise 15 places in Bees

15 Universal Hours at Butterflies

The 15 universal hours in Butterflies will be offered with more flexibility, for example, over 2 days at 7.5 hours per day or 5 hours per day over three days. These are just examples only. We can also stretch the 15 hours a week to 11 hours a week over 50 weeks of the year as our Butterflies setting is open all year apart from the 2 weeks at Christmas. Availability must always be sought from the Team Leader at the setting before applying for a place.

From September 2017 the Government introduced additional 15 hours of childcare per week for working parents. **Parents must have successfully applied to Childcare Choices for a 30 hour code, the term before they want to access the total 30 hour entitlement (15 Universal Hours 15 Additional Hours)**

Parents must have applied for a 30 hour eligibility code by the following dates, if they are to receive the additional hours in either of our settings:

- 31 August to take the entitlement in Autumn Term – September - December
- 31 December to take the entitlement in Spring Term – January – March
- 31 March to take the entitlement in the Summer Term – April – August

Parents must have a valid 30 hour eligibility code on the following dates, in order to take up the additional 15 hour entitlement for the first time at either of our settings. The code must be valid on the following dates for new starters, otherwise they will not receive the additional 15 hours:

- 1 September for Autumn Term
- 1 January for Spring Term
- 1 April for Summer Term

30 Hours of Nursery Provision Main School - Bees

The 30 hours in Bees will be offered at 6 hours per day as follows:

08.30am	-	11.30am	-	3 hours
11.30am	-	12.15pm	-	45 minutes lunch supervision and hot meal payable at £4 per day
12.15pm	-	15.15pm,	-	3 hours

There is no flexibility to these hours and the offer is school term time only.

30 Hours of Nursery Provision Butterflies

Again we offer more flexibility at our Butterflies setting to accommodate the 30 hours examples could be three 10 hour days or four days at 7.50 hours per day. As with the 15 Universal hours the additional can also be stretched to 22 over the 50 weeks of the year. Availability must be sought before applying for a place. Lunches are charged at £4 per day at this setting also.

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Additional provision will only be offered to parents who are eligible in both of our settings. If eligibility changes, the school will give the appropriate notice to families.

Waiting Lists

Where parents are refused a place, schools will keep a waiting list of the names of applicants up to the start of the Autumn Term or ongoing. Children are placed on the waiting list according to the oversubscription criteria regardless of when their application was received. Within each criterion their place is ordered by shortest distance to the school measured in a straight line, from a single fixed central point of the home address (including flats) to the central point of the school using the Local Land and Property Gazetteer and the Council's Geographical Information System (GIS), with those living closer to the school receiving higher priority.

If a place becomes available it will be offered to the child at the top of the waiting list. This means a child who is on the waiting list will move down the list if another late application is received that falls within a higher priority under the oversubscription criteria.

There is no appeal procedure for parents refused a place in nursery school/Butterflies but if parents feel that they have been unfairly treated then they can go through the Schools complaints procedure through the Governing Body.