



# Oakmere Primary School



## Nursery Admissions Policy

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### Applications

Parents can apply for a Nursery place at Oakmere Primary School for the academic year in which their child turns four years of age. If you are eligible for the 30 hours free childcare, you may make an application for your child to start the term following their third birthday. The eligibility criteria can be found on [www.hertfordshire.gov.uk/parents](http://www.hertfordshire.gov.uk/parents). Your child could then benefit from an additional full year in Nursery before starting full time school. The process of applying for a Nursery place at Oakmere is done online via the school's website / or by collecting an application form from the School Office. Parents/carers are required to fill a form in and return it before a given date ( see timeline). The school will then allocate places based on the admission rules highlighted below.

The following year, parents are invited to apply for a Reception place. Please note that a place in our Nursery **does not** automatically guarantee a place in the Reception class. Applications for Reception are also made online via the Hertfordshire website [www.hertsdirect.org/admissions](http://www.hertsdirect.org/admissions) . County admissions will allocate places based on their own admissions rules.

In both instances, parents/carers must then choose whether to accept or reject this Nursery place offer within a given time (see timeline). Once a place has been accepted at Oakmere, we will make contact, giving you details of transition activities and a chance to meet Key workers before your child begins school.

Families who move into the area mid-year, need to apply for a Nursery place via the school website or by visiting the school office.

### Allocations

We have one main intake starting in September. The school has 25 places in the Nursery setting. 10 of these are prioritised for parents claiming 30 free hours childcare. Children receiving the free 15 hours will be allocated a morning Nursery place. Additional afternoon sessions can be purchased allowing for wrap-around care. We also offer a Breakfast Club, Lunch Club and After School Club at a competitive rate, which can be booked and paid for through the school office. If you feel your child would benefit from a different start date to the aforementioned then please let us know and we will try to take this into consideration. Regarding allocation of all places, if there are particular extenuating circumstances, then the school will always listen and review this situation. Child-care arrangements are not deemed to be extenuating circumstances.

## **Admission Criteria**

We apply these in the order they are printed below. This means that we offer places first to every child who qualifies under criterion a, and then to every child who qualifies under criterion b, and so on. If more children qualify under a particular criterion than there are places available, we use a tiebreak by applying the subsequent criterion. If there is still a tiebreak distance from the Nursery (using Google Maps as reference) will be taken into account. If there is joint distances, a random draw will take place.

- a) Children in public care (children looked after) and children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or a special guardianship order).
- b) a child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.
- c) Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.
- d) Children who have a sibling at the school at the time of application. A sibling must be a sister, brother, half brother or sister, adopted brother or sister, or the child of a parent/carer or partner, in every case living in the same house Monday to Friday.
- e) 'Children who have a parent who is a member of staff at the time of application. The school will prioritise children of staff in either or both of the following circumstances:
  - i) where the member of staff has been employed at the school for two or more years at the time of the application for the admissions is made; and/or
  - ii) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- f) Any other children

## **Nursery Application Timeline**

**Sadly we are unable to offer you a tour of our Early Years Unit due to the ongoing Covid-19 pandemic but urge you to visit our school website for further information or call to speak to our school office or Early Years leader, Keri Noonan.**

[www.oakmereprimary.co.uk](http://www.oakmereprimary.co.uk)

Applications will open - 4th January 2023

Applications close - 12th March 2023

Offers made in writing - week beginning 15th March 2023

Offers must be accepted by - 23rd April 2023

This will be reviewed by the Board of Governors annually.