



## Nursery Admissions Policy

### For children entering Nursery (the term after a child's third birthday)

Garlinge Primary School and Nursery are responsible for the admission arrangements of their nursery. Parents are able to obtain information about the process from the school office.

Children are admitted on the same basis as Kent County Council's Admissions "entry into year R" admissions criteria. *Please see details below and for full details see Admissions Policy for children entering Year R (the year of a child's 5<sup>th</sup> birthday).*

### Determined Oversubscription Criteria for Garlinge Primary School and Nursery (Foundation school):

- Children in Local Authority Care or Previously in Local Authority Care
- Current Family Association
- Health and Special Access Reasons
- Nearness of children's homes to school

Children start nursery the term following their 3<sup>rd</sup> birthday, Term 1 September, Term 3 January or Term 5 April for example a child with a DOB 1<sup>st</sup> March would start in nursery in Term 5. We are unable to admit children midway through a term.

Parents whose children are offered a place will be sent a letter inviting them to school to meet with the teacher.

At the time of meeting the teacher

- Will meet and greet the family
- Tour the nursery with you and your child and establish your child's needs.
- Establish which sessions and days are required.

### Nursery sessions are:

**Mornings 8:45am to 11:45am**

**Afternoons 12:30pm to 3:30pm**

- Children are funded for up to 15 hours per week by the Local Authority.
- Subject to eligibility we may also be able to offer 30 hours funding to some families.
- Entrance forms will be given for parents to complete and return to the school office with their child's birth certificate and evidence of where they live.

Policy adopted by Governing Body on \_\_\_\_\_

To be reviewed on \_\_\_\_\_

Signed by Headteacher \_\_\_\_\_

Signed by Chair of Governors \_\_\_\_\_