



“Together we learn, Together we succeed”

Nursery Admission Criteria and Guidance

This policy has been written to ensure that the school’s ethos, curriculum, and practices promote shared values. It also encourages staff, children and other members of the Welbourne community to understand others and to value diversity, irrespective of gender, race, belief and sexual orientation.

As a Rights Respecting School, we put the United Nations Convention on the Rights of the Child at the heart of our planning, policies, practice and ethos.

| Policy Agreed | Reviewed by | Ratified on | Approved by | Signature on behalf FGB | Next Review |
|----------------------|--------------------|--------------------|--------------------|--------------------------------|--|
| 3/5/13 | J Stone | 5/7/2021 1/7/24 | FGB | Andrew Dowell | July 2026 (or earlier if LA guidance changes) |

Welbourne Nursery Admission Criteria and Guidance

OUR NURSERY ADMISSIONS CRITERIA

Children can be admitted to nursery the term after their third birthday. (eg. birthday in October start in January) There are three points of admission during the year September, January and Easter, however later admissions are dependent on places being available.

Free Early Education - 15 hours part time Nursery places.

Determined Admission Criteria for part time places

Children are offered a part time place, either mornings or afternoons [a flexible place of up to fifteen hours can be requested by parents in exceptional circumstances two days and a half day a week placement in the nursery this will be considered]

If the number of applicants who apply to the school is higher than the number of places available, the following rules will be applied, in the order of priorities set out below to decide who is offered a place:

1) Children in Care

Children who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, residence, or special guardianship order.

2) Children who have accessed the 2 year old free offer

3) Social/Medical

Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if a written statement from a doctor, social worker or other relevant independent professional supports them.

The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child.

4) Brother or Sister

Children who will have a brother or sister attending the school at the time of admission. This category includes foster brothers and sisters, half brothers and sisters or stepbrothers and sisters. Parents should note that in all these cases, the brother or sister must live at the same address as the child for whom the application is being made.

5) Distance

Children living closest to the school.

Tiebreakers

The tiebreaker for all criteria is children living closest to the school measured in a straight line from the home address point to the entrance of the school using a computerised mapping system.

The tiebreak for two or more applications that live exactly the same distance from the school will be random allocation using a computerised system.

Some places may be available to children for one or two terms before the school year in which they have their fourth birthday. Priority for these places is given to children in greatest need based on the considerations listed above.

Free Early Education - 30 hour extended entitlement for working parents

- We have places available on the 30-hour offer. At Welbourne this is 30 hours a week over 38 weeks. (School term time only)

Eligibility

- If you earn or expect to earn the equivalent to 16 hours at National Minimum wage or Living Wage over the coming three months. This equates to £115 a week (or c. £6,000 a year) for each parent over 25 years old or £111.20 a week (or c.£5,700 a year) for each parent between 21 and 24 years old. This applies whether you are in paid employment, self-employed or on a zero hour's contract.
- If you (and your partner, where applicable) are seeking the free childcare to enable you both to work.
- If you or both parents are on maternity, paternity, shared parental or adoption leave or if you are on statutory sick leave.
- If one parent meets the criteria and the other is unable to work because they are disabled, have caring responsibilities or have been assessed as having limited capability to work.
- Where a parent is in a 'start-up period' (i.e. they are newly self-employed) they do not need to demonstrate that they meet the income criteria for 12 months
- If a non-EEA national, the parent must have recourse to public funds.

Not Eligible

- Parents Studying
- Either or both parents have an income of more than £100,000
- The parent is a non-EEA national and subject to immigration control and has no recourse to public funds

Parents will have to complete an online form to apply to Haringey, they will receive a letter to present to the school stating they have entitlement and could be offered a place if one is available.

There will be a confirmation exercise every 3 months to check continued eligibility, if this changes after a reasonable grace period 30 hour entitlement will be removed and the child would revert to a 15 hour place.

If more applications for these places are requested than places available the following criteria apply:

1) Sibling

Children who will have a brother or sister attending the school at the time of admission. This category includes foster brothers and sisters, half brothers and sisters or stepbrothers and sisters. Parents should note that in all these cases, the brother or sister must live at the same address as the child for whom the application is being made.

2) Distance

Children living closest to their preferred school.

Admission to a nursery class in a school does not guarantee a place in the reception class at the same school, and separate application forms must be completed later for the reception class by 15 January in the academic year a child turns 4.

Two Year Old Nursery

Welbourne has a small Nursery in Welbourne Children's Centre, which admits thirty children who have either confirmed eligibility for the FF2s programme or are working parents who have applied for 15 hours free nursery provision for 2 year olds. Admission to the FF2s programme occurs in the term following a child's second birthday.

Your child may be eligible for the FF2s programmed if you live in England, and you receive one of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance (JSA)
- Universal Credit, and your household income is £15,400 a year or less after tax
- Tax credits and your household income is £16,190 a year or less before tax
- The guaranteed element of Pension Credit
- The Working Tax Credit 4-week run on (the payment you receive when you stop qualifying for Working Tax Credit)

To check your eligibility, click on this link for the Haringey website:

<https://www.haringey.gov.uk/children-and-families/childcare-and-early-years/childcare-costs/free-early-education/free-early-learning-two-year-olds/free-for-2s-eligibility-check>

Even if you do not receive a qualifying benefit, a child may be able to access the FF2s programme if:

- They are looked after by a local authority
- They have a statement of [special education needs \(SEN\)](#) or an education, health and care (EHC) plan
- They receive [Disability Living Allowance](#) or a parent receives Disability Living Allowance on their behalf
- They have left care under an adoption order, special guardianship order or a child arrangements order

Admission to the FF2s programme is on a first-come first-served basis, we do not operate a waiting list and try not to allocate spaces too far in advance. However, we particularly encourage applications from:

- Children with a Special Educational Need or who have been deemed eligible for the FF2s programme on non-economic criteria.
- Children with a sibling attending Welbourne Primary School
- Children who live in the reach area for Welbourne Children's Centre or in the likely catchment area for Welbourne Primary School

Although eligibility for the FF2s programme is based on a family's economic situation, changes in that situation do not affect their eligibility; a child's FF2 place is not at risk if their parent or parents start to work, for example.

Free Childcare For Working Parents

Working Parents can access up to 15 hours free childcare if they (and their partner, if they have one) are:

- In work
- On Sick Leave, Annual Leave or an unpaid Sabbatical from paid employment
- On shared parental, maternity, paternity or adoption leave. (If you are on this leave, the date of your return to work can impact on when you are eligible. Please check <https://www.gov.uk/check-eligible-free-childcare-if-youre-working> for further information.
- On Carers' Leave if their partner is working
- If their partner is working and they are in receipt of any of the following benefits:
 - Incapacity Benefit
 - Severe Disablement Allowance
 - Carer's Allowance
 - Limited Capability for Work Benefit
 - contribution-based Employment and Support Allowance

To be eligible for Free Childcare for Working Parents, each parent who is in work must earn:

- £2,380 before tax if they're aged 21 or over (equivalent to £183 per week)
- £1,788 before tax if they're aged 18 to 20 (equivalent to £137 per week)
- £1,331 before tax if they're under 18 or an apprentice (equivalent to £102 per week)

Self-employed parents who began self-employment less than 12 months ago can earn less and still be eligible for Free Childcare For Working Parents. Please check on <https://www.gov.uk/check-eligible-free-childcare-if-youre-working> for further information.

If either parent has a gross income over £100,000, they will not be eligible for Free Childcare for Working Parents.

Each parent claiming Free Childcare For Working Parents must have a valid UK National Insurance Number, and must be either a UK Citizen, a citizen of the Republic of Ireland, or have settled or pre-settled status and be eligible to receive public funds.

Unlike the Free For 2s programme, a change in employment status CAN impact on a parent or parents' eligibility for Free Childcare For Working Parents.

Eligibility must be renewed every three months AND IT IS THE RESPONSIBILITY OF THE PARENT TO RENEW THAT ELIGIBILITY.