

Ashleigh Primary School and Nursery

Sheffield Road

Wymondham

NR18 0HL

Head Teacher: Mr Sam Nixon

Telephone: 01953 602410

E-mail: office@ashleigh.norfolksch.uk



Nursery Admissions Policy September 2017

Children whose birthday falls between 1/09/2013 and 31/08/2014 will be eligible to join Nursery in September 2017.

If there are more applications for places than there are places available, we will give preference to children living nearest to the school, according to the following rules in the order of priority:

1. Have a EHCP or statement of special educational needs naming that school;
2. Are in public care or have been adopted from public care;
3. Live in the area served by the school and who have a sibling attending the school at their time of admission;
4. Have a disability and live in the areas served by the school (appropriate professional evidence will be required to confirm the disability);
5. Live in the area served by the school;
6. Live outside the area served by the school who have a brother or sister with a statement of special educational needs attending the school at the time of their admission;
7. Live outside the area served by the school who have a brother or sister attending the school at the time of their admission;
8. Have a disability and live outside the area served by the school (Appropriate professional evidence will be required to confirm the disability);
9. Live outside the area served by the school.

If all children within any of the above rules cannot be offered a place, the highest priority will be given to children living nearest to the school within that rule. To determine who lives nearest, distance will be measured on a straight line "crow flies" basis, using Ordnance Survey data. The address will be measured from the post office address point on the property.

In the unlikely event that distance does not separate the final two or more pupils seeking the last remaining place a random allocation will be used to determine who is offered the final place.

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As part of the registration process, parents/carers will be required to provide documentation to evidence their child's date of birth. This is to confirm they have reached the eligible age for the free entitlements. A copy of the document will be retained. This will be stored securely and destroyed when there is no longer a good reason to keep the data.

The funded Nursery session hours are between 8:30 to 11:30am, and 12:15 to 3:15pm, during Norfolk County Council term times in accordance with the rest of the school. Additional Nursery hours will be charged at a rate of £4.00 per hour where applicable. All other times are wrap-around care which are not included within the funded hours offer. We have developed the hours we offer in consultation with parents to ensure that as far as possible the hours/sessions that can be taken as free provision are convenient for parents' working hours.

The Admission Policy is issued to all families as part of the registration process. It is also available from the school office upon request.

We aim to identify all children that may attract any additional funding such as EYPP, DAF, SEND Inclusion Fund and any locally available funding streams with a view to submit a claim/application to support and improve their outcomes. Please see the Cluster SEND policy for further information.