



Edgewood Primary School

Building skills and values for life

Headteacher: Mr Ed Seeley

(0115) 956 1337

www.edgewoodprimaryschool.co.uk

office@edgewood.notts.sch.uk

Nursery Admission Arrangements for Edgewood Primary School 2015-2016

At Edgewood Primary School children over the age of three and before they are eligible to start in Reception (F2) (The September before they become 5) are eligible to 15 hours free teaching in our nursery setting (Rainbow Class). This time is given as 5 morning sessions (each of 3 hours) **or** 5 afternoon sessions each of 3 hours (12:30pm to 3:30pm).

Additional top-up sessions are available on the criteria set out below. There is a £15.00 charge for each session, regardless of the hours you use. All paid sessions must be paid for by the end of the previous week at the latest at the office or your child's additional session(s) will be cancelled. You may pay in advance of this (e.g. for the whole term) if you wish. When you pay for these sessions you will be given a token which is dated with your child's name on. This must be handed over the morning of the session along with your child and their lunch. Please note payments for additional sessions are not refundable if your child is ill or unable to attend or if you cancel after the payment deadline. Sessions will be refunded if school cancels the session.

We offer staggered entry to our nursery (In September, after Christmas and after Easter – for exact dates see NCC School Holidays document), but official admission to our nursery is done once a year the September before your child turns three. You must therefore ensure that you get your application in one time, even if your child is only just two. **Applications must be made by 30th April the year before your child turns three, even if your child has only just turned two!** Any applications after this date will be treated as late entries and only considered if there are spaces after on time applications have been allocated.

Criteria are as follows:

1. Children looked after by a local authority.
2. Children who live in the catchment area and who, at the time of admission, will have a brother or sister attending Edgewood Primary School.
3. Other children who live in the catchment area
4. Children who live outside the catchment area and who, at the time of admission, will have a brother or sister attending Edgewood Primary School.
5. Other children who live outside the catchment area.

Late applications will be considered under the same criteria once all applications submitted on time have been considered. **Therefore late application may mean you do not receive a place at our nursery.**



 <http://twitter.com/primaryedgewood>

 <http://facebook.com/primaryedgewood>

Christchurch Road, Hucknall, Nottinghamshire, NG15 6HX

In addition to these criteria for admission for a 15 hour placement we also have two criteria for additional sessions. These will only be allocated when there is spare capacity to provide them within the nursery and their allocation will cease if children wanting their statutory 15 hours under the first 5 criteria ask for a place later in the year (even as late applications).

1. Children who have deferred entry to F2 until the term after they are 5.
2. Children paying for additional (top-up) sessions.

In all the standard criteria, the following statements apply:

- For applications for all Nottinghamshire community and voluntary controlled schools the following groups of children will be given special consideration in their application for a particular school:
 - "Children whose particular medical needs, mobility support needs, special educational needs or other social circumstances are supported by written evidence from a doctor, social worker or other relevant professional stating that the school is the **only** school which could cater for the child's particular needs. **The evidence must be presented at the time of application.**"
- The Headteacher and two governors will consider each case on its merits and determine the allocation of any application for a place under special consideration on the basis of written evidence. Admission under 'special circumstances' will take precedence over all but the first numbered criteria.
- In the event of oversubscription, the criteria will be applied, in priority order, to determine which applications will be granted once places have first been allocated to pupils who have a statement of special educational needs which names the school.
- In the event of oversubscription, within any criterion, preference will be given to children who live nearest to the school as the crow flies. Distances are measured from the entrance to the child's home to the principal entrance to the main administrative building of the school using Google Maps.
- In the event of oversubscription, children who have been previously allocated places under criteria 6 and 7 will lose their places or additional sessions if children wanting the 15 statutory hours then qualify for a place.
- Children of nomadic travellers will be allocated a place at their catchment area school.



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Application form for a Nursery Place.

Date of entry: _____

Section A – Your child's details

Full, legal name:	
If your child is known by another name please give details	
Address: This must be the address at which your child is permanently living	
Sibling at Edgewood Primary School	
Name	
DOB	

Additional information	
If your child has particular medical needs, mobility support needs, special educational needs or other social circumstances please specify here. You will need supporting written evidence from a doctor, social worker or other relevant professional stating that the school is the only school which could cater for the child's particular needs. The evidence must be presented at the time of application.	

Section B – Your details

Title		
Applicant's full legal name		
Relationship to child		
Do you have parental responsibility for this child?		If this child is looked after (please contact the school office for definition if required). You will also need your social worker to countersign the declaration below.
If your address is different from the child's address listed on the front of the application or you are moving house please give details here. We may ask for evidence to verify your child's permanent address		
Date of House move		

Telephone Numbers	Home:	Work	Mobile
Email Address			
I certify that the information given on this form is correct. I understand that a fraudulent or intentionally misleading application could result in any offer of a place being withdrawn.			
I have parental responsibility and I can confirm that I have checked all those with parental responsibility are in agreement with the preferences expressed.			
Your signature			Date:
Social Worker's Signature (if required)			Date:

Please return this application form in person to the school office or by post to:

Nursery Application,
 Edgewood Primary School,
 Edgewood Drive,
 Hucknall,
 NG15 6HX.

Please note that late applications will be considered after applications made by the return date so late application may mean you do not secure a place at our nursery.