Directorate of Children’s Services

Determined Admission Arrangements for Community and Voluntary Controlled Primary School Maintained Nursery Classes

‘Putting children and young people first for Dudley’

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Context of Proposed Policy:

Background

Determining the admissions policy for community and voluntary controlled maintained nursery classes is the responsibility of the Local Authority.

The responsibility for determining the admissions policy for foundation and voluntary aided maintained nursery classes is the responsibility of the individual Governing Body.

Legal Context

- School Standards and Framework Act 1998 as amended by the Education Act 2002
- Code of Practice – School Admissions

 Desired Outcomes of Admission Policy

- To ensure consistency across all community and voluntary controlled maintained nursery classes in the Borough with regard to admission arrangements.
- To ensure that all applicants are treated in a fair and consistent way and that the admissions policy for maintained nursery classes is clear and transparent.
Children are entitled to access free nursery education on a part-time basis from the beginning of the term after their 3rd birthday.

Full time nursery places will only be offered in very exceptional circumstances and on a time limited basis. If a nursery is considering offering a full-time place they must consult the Local Authority who will make the final decision, depending on the reasons given by the parents and in liaison with other appropriate agencies.

Places in nursery classes usually become available when the oldest children enter a Reception Class. Places may become available at other times if children leave nursery. Each nursery class will hold a waiting list of unsuccessful applicants in case spaces become available during the year. Places will be offered from the waiting list in line with the admissions criteria given below.

The following criteria will be used to allocate the available places at those nursery classes that receive more applications than can be accommodated. Children who reside within the Borough will always be considered first.

a) First priority shall be given to children who are:

1) “Looked after children”.
2) Known by the LA to have additional educational needs and whose needs can be best met at the preferred nursery – applications made under this criteria would need to be supported by evidence by Individual Pupil Support Services.
3) A “child at risk” with an extreme social need – applications made under this criteria would need to be supported by evidence from the child’s social worker and / or health visitor detailing the advantage of the child attending the preferred nursery as opposed to any other.
4) A child with a serious ongoing medical condition, where the Directorate of Children’s Services is satisfied that attendance at the preferred nursery will meet the needs of the child’s medical condition rather than any other nursery. (Parents must provide supportive information from their child’s Hospital Consultant at the time of application in order to be considered under this
criteria. This supportive information should include information about the needs of the child and should detail the difficulties the child would experience if they had to attend another nursery. Parents should also indicate why the preferred nursery is the most appropriate to meet their child’s medical condition rather than any other nursery. The Local Authority will not seek to obtain this evidence on behalf of parents.)

b) Second priority will be given to children who will have an elder brother/sister, half brother/sister or step brother/sister attending the nursery class or school at the time of entry. Children must reside at the same home address during the school week.

c) Any remaining places will be filled according to those children who live closest to the preferred nursery. Distances will be calculated in a straight-line from the home address to the main entrance of the nursery.

Unsuccessful applicants will be placed on a waiting list in accordance with the criteria given above, applicants may also request in writing that their unsuccessful application be re-considered by the Lead Member for Children’s Services, giving detailed reasons for the request.

**ADDITIONAL NOTES**

Attendance at a nursery class attached to a school will not guarantee admission to the Reception Class or give any advantage to the child’s application for Reception Class.

A separate application for admission to Reception Class will always have to be made.

Dudley Council has an inclusive education policy and children will not be discriminated against as laid down by the Sex Discrimination Act 1975, The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, The Human Rights Act 1998 and The Special Educational Needs and Disability Discrimination Act 2002. This includes reasons such as:

- Developmental delays, e.g. a child’s self-help skills are delayed affecting activities such as dressing, feeding or toilet training.
- Additional educational needs, including emotional or behavioural difficulties.
- Physical or sensory impairment.