



Admission Policy For Two Year Olds

Date ratified: June 20

Period: June 20 – June 21

Headteacher Signature: Lynsay Falkingham

Chair of Governors Signature: Sue Barham

Annual Review: June 2021

Introduction

The Local Authority is responsible for admissions to nursery classes in community and voluntary controlled schools and to community and voluntary controlled nursery schools.

This policy should be used to determine admissions to nursery schools and units. Parents do not have a statutory right to appeal to an independent appeal panel in relation to nursery admissions so it is essential, therefore, that all admissions decisions can be justified by reference to the following criteria, taking into account the particular circumstances of individual schools and units.

2 Year Old Free Entitlement

Some two year olds are eligible for up to 15 hours per week of free education. To see if your child is eligible or to find out more information please follow this link www3.hants.gov.uk/2-year-old-offer-2 or call 0300 555 1384. If eligible, you will be given a unique reference number (URN). You will have to provide evidence of this number when applying for a funded two year old place at Lanterns. There are 4 places per session for children that are eligible.

Lanterns Nursery School offers places for two year olds both Parent Funded and Government Funded.

Procedures for Lanterns 2 Year Olds

We are open 8:00am – 6:00pm, Monday - Friday, term-time only. There are places for sixteen children to attend at any one time in a morning session and eight places in an afternoon session. They are supported by highly qualified and experienced staff.

Children are eligible to join Bumblebees after their 2nd birthday and can stay until the end of the term during which they have turned 3. Significant dates are: - 31st December (Autumn term), 31st March (Spring term) & 31st August (Summer term)

Lanterns Nursery School offer will be: mornings - 8:45am to 11:45am, afternoons - 12:45pm to 3:45pm and all day 8.45am to 3.45pm. The lunch hour is parent funded.

Children must attend Lanterns Nursery School during our core education hours which are 8:45am -3:45pm, a minimum of two sessions over two days.

We also offer extended hours through breakfast club – 8am to 8.45am, Lunch club 11.45am to 12.45pm and home from home club – 3.45pm to 5pm or 6pm. These additional hours are parent funded.

There will be an opportunity for parents and carers to express a preference as to which sessions they are allocated but there can be no guarantee that the preferred sessions will be available on those particular days. Once your child is registered on the waiting list we will notify you as soon as a place becomes available, however registration does not guarantee a place.

Parents need to complete a form requesting additional or changes to sessions from the administration team and return it to the administration team once completed. Requests are considered by the Head teacher in consultation with the Senior Early Years Practitioner and key person. Consideration is given to the child's age and stage of development and whether they will benefit from the additional time in a nursery class.

Each application is considered individually. Where there are resource issues or a child requires additional support, places need to be planned carefully, ensuring the child is included safely and appropriately.

Where there are implications for staffing additional sessions will be reviewed on a termly basis. This is to ensure we are able to accommodate individual children's needs fairly, as numbers increase over the academic year.

Parents will be informed as soon as a decision has been made if we are able to accommodate their request for additional or changes to sessions. A starting date will be agreed and details of the first payment details and date required.

Parents/Carers who wish their child to attend Lanterns Nursery School's 3 and 4 year olds provision must register their interest by indicating on their two year old application form. During the term that your child turns 3 you will be contacted to review your preferences and a place in the Nursery (3 and 4 year old provision) will be allocated. All admissions are made in line with the Nursery Schools Admission Policy for 3 and 4 year olds (available on request).

If you would like your child to come to this nursery school, you must complete an application form and send or bring it to this school. You will be asked to provide evidence of your child's date of birth when you submit your child's application form. A visit to view the Centre is offered to all parents. Application forms are available from the school and will be dated on return. Places are not guaranteed, however, until confirmed in writing to parents by the Head teacher (on behalf of the Governors) in the term prior to a place becoming available.

If your child is offered a place, you must confirm your acceptance to the school within two weeks otherwise the school may have to refuse places for other children unnecessarily.

The final decision on when a child is admitted, the number of hours a child is able to attend and his or her pattern of attendance, rests with the Head teacher.

Admission criteria

The governors will consider all applications in accordance with the following criteria, set out in priority order. Length of time on *any* waiting list will not be taken into account.

Categories B & C contain examples of both special educational and social need.

A Looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption order, a child arrangements order, or special guardianship order. [A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989). An adoption order is an order under section 46 of the Adoption and Children Act 2002 or section 12 of the Adoption Act 1976. Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an

order appointing one or more individuals to be a child's special guardian (or special guardians).]

B Children for whom there is a recommendation for nursery education by a health professional, social worker, educational psychologist, area Inco, outreach worker or education welfare officer on the basis of the child's special educational needs.

Examples of special educational needs, in no order of priority, might include:

- emotional and behavioural problems
- hearing difficulties
- lack of personal interaction and stimulation
- physical disabilities
- speech and language problems
- visual difficulties
 - Placement of children within this category will take into account the suitability of the placement for the age, ability, aptitude or SEN of the child
 - And whether the attendance of the child will be incompatible with the efficient education of others, or the efficient use of resources

This decision will be made by the governing body taking advice from the Head Teacher, Inclusion Manager and Class Teachers

C Children with social needs, based on information gained by the Head teacher as part of the application procedure.

Examples of social needs, in no order of priority, might include:

- children who were multiple births (twins, triplets)
- a child with a confined play space
- a child from a one parent family
- a child in a large family (four or more children)
- a child with parents under 20 years of age
- a child in sole care of grandparents
- a child who has two or more siblings under four years of age
- a child on the child protection register
- a child of parents with disabilities
- a child within a family where English is an additional language.
- A child who is eligible for the 2 yr old early education grant
- A child who is eligible for the 30 hours free childcare for working families (*subject to confirmation of the eligibility from the DfE and any identified priority groups within this*).

D Children with a brother or sister (including children living as siblings in the same family unit) with disabilities (as in A) that require a significant amount of additional support.

- E** Children who have a brother or sister (including children living as siblings in the same family unit) on the school roll who will still be attending Lanterns, the following academic year.
- F** Children of staff who have, (1) been employed at the school for two or more years at the time at which the application for admission to the school is made, or (2) have been recruited to fill a vacant post for which there is a demonstrable skill shortage.
- G** Other children.

Tiebreaker

If the nursery is oversubscribed **within** any of the above categories (A –G), preference will be given to children who live closest to the school based on a straight line measurement from school to the entrance of the property. Hampshire County Council's Geographic Information Systems (GIS) will be used to confirm the order of applicants.

Other information

1. Applying for a place in Year R (FS2)

Admission to a reception class will be in accordance with the County Council's Admissions Policy for community and controlled infant and primary schools. **Admission to a nursery unit/school does not constitute any right of entry to the nearest local school, and places will be allocated according to that school's admissions policy.** Parents have the right not to send their children to school until the beginning of the term following their fifth birthday. Only in exceptional circumstances can children remain in the nursery beyond the normal admission date for reception classes (i.e. the September of the school year concerned).

2. Schools and those with parental responsibility for a child: (Guidance from the Department for Education)

The definition of a *parent* in the Education Acts includes:

- all natural parents whether they are married or not;
- any person who, although not a natural parent, has *parental responsibility* for a child or young person; and
- any person who, although not a natural parent, *has care* of a child or young person.

Having *parental responsibility* means assuming all the rights, duties, powers, responsibilities and authority that a parent of a child has by law. It is defined by the Children Act 1989. It gives parents the legal right to make decisions and choices, such as where the child will live or go to school etc. If the parents were married to each other at the time of a child's birth, or if they have been married to each other at any time since the child's conception, they each have parental responsibility.

Having *care* of a child or young person means that a person who the child lives with, irrespective of what their relationship is with the child, is considered to be a parent in education law.