

Staffordshire County Council

Nursery School Admission Arrangements

September 2018 Intake

These arrangements will only apply to those schools in Appendix 1. From September 2019 onwards all schools will manage their own nursery school admissions process.

Children will be admitted in September of the academic year in which they become four years old.

If there are more applications for a particular setting than there are places available, priority will be given using the oversubscription criteria detailed below.

- 1) Children in Care and children who ceased to be in care because they were adopted (or became subject to a residence order or special guardianship order).
- 2) Children who have an elder brother or sister in attendance at the school (or, in the case of an infant school, the affiliated junior school) and who will still be attending the school (or affiliated junior school) at the time of the proposed admission date. (For admission purposes, a brother or sister is a child who lives at the same address and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners.)
- 3) Children living within the defined catchment area for the school.
- 4) Other children arranged in order of priority according to how near their home addresses are to the main gate of the nursery setting, determined by a straight-line measurement as calculated using the Local Authority's Geographical Information System.

Where it is not possible to accommodate all children applying for places within a particular category then we will allocate the available places in accordance with the next criteria. If for instance, all the catchment area cannot be accommodated, children who are catchment and live closest to the school will be admitted next.

Additional Notes

Attendance at the nursery will not guarantee admission to our Reception Class or give any advantage to the child's application for Reception. Parents must reapply for admission to Reception at the appropriate time through their Home Local Authority.

In accordance with legislation, children who have a statutory statement of special educational need or an Education, Health and Care Plan (EHCP) that names a particular nursery setting must be admitted to that nursery. This will reduce the amount of places available to other applicants.

The Local Authority uses a Geographical Information System (GIS) to calculate home to school distances in miles. The measurement is calculated using Ordnance Survey (OS) data from an applicant's home address to the main front gate of the school. The coordinates of an applicant's home address is determined and provided by the Local Land and Property Gazetteer (LLPG) and OS Address Point data.

Relevant Children in Care means children who are in the care of a local authority in accordance with section 22 of the Children Act 1989(b) and who (a) are looked after at the time an application is made and (b) in relation to whom the local authority has confirmed that the children will still be looked after at the time when the child will be admitted to school. It has also recently been extended to include those previously determined as Looked After Children. (That is, children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

The home address is considered to be the child's along with their parent/carers main and genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than legal guardianship) the friends or relatives address will not be considered for allocation purposes.

Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week, parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

If there are a limited number of spaces available and we cannot distinguish between applicants using the criteria listed, such as in the case of children who live in the same block of flats or are the result of a multiple birth, then the child or children who will be offered the available spaces will be randomly selected by drawing lots.

Unsuccessful applicants will be placed on a waiting list in accordance with the oversubscription criteria stated above. If places become available after the offer date they will be offered to the child at the top of the waiting list.

There is no statutory right of appeal for admission to a nursery setting. Any disputes over the administration of the policy will be dealt with by the County Council's complaints procedure.

Appendix 1

| BURNTWOOD | BURTON | CANNOCK |
|-----------------------|--------------------------|---|
| Chase Terrace Primary | Christ Church Primary | Bridgtown Primary |
| Holly Grove Primary | Grange Community Infants | Five Ways Primary |
| | Shobnall Primary | Gorsemoor Primary |
| | | Jerome Primary |
| | | Longford Primary |
| | | St. Peter's CE (C) Primary, Hednesford |

| CHESLYN HAY/GREAT WYRLEY | KIDSGROVE | KINVER/WOMBOURNE |
|---------------------------------|---------------------------|-------------------------|
| Cheslyn Hay Primary | Reginald Mitchell Primary | Westfield Primary |
| Landywood Primary | | |
| Moat Hall Primary | | |

| LEEK | LICHFIELD | NEWCASTLE |
|----------------------|-------------------|---------------------------|
| Blackshaw Moor First | Charnwood Primary | Baldwin's Gate CE Primary |
| | Willows Primary | Betley CE Primary |
| | | Friarswood Primary |
| | | Ravensmead Primary |
| | | St. Chad's CE Primary |
| | | |

| PENKRIDGE | RUGELEY | STAFFORD |
|-------------------|--------------------------|----------------------|
| Princefield First | Henry Chadwick Primary | Cooper Perry Primary |
| | Hob Hill CE/Meth Primary | Doxey Primary |
| | | Flash Ley Primary |

| STONE | TAMWORTH | WERRINGTON |
|--------------------|------------------------|--------------------|
| Springfields First | Amington Heath Primary | Werrington Primary |
| Tittensor CE First | | |
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