

# Broomwood Primary School

## **Vision statement**

*Achieve, believe and succeed for a brighter future*

## **Mission Statement**

*To create a positive, enjoyable atmosphere, to inspire all to learn and grow*

# Pre-School Admissions Policy

## **Introduction:**

The government recently introduced an initiative whereby a number of two year old children became eligible for funded early learning places. This initiative is set to improve the attainment and life chances of some of our most disadvantaged children and support working parents.

## **Aims:**

- To provide a fair system whereby children are given their entitlement of pre-school education based on their eligibility and our admission criteria.
- To ensure our provision promotes secure foundations for future learning and supports in closing the entry attainment gap to nursery.
- To provide early intervention where required to support learning and developmental needs.
- To work collaboratively with outside agencies to support the learning and developmental needs of all the children within the pre-school
- To support parents who want to get back into work or further their own education.

## **Eligibility:**

From September 2013, around 130,000 2-year-olds were eligible for 570 hours per year of funded early education.

All 2-year-olds who are looked after by their local authority are eligible.

2-year-olds whose family receives one of the following are also eligible:

- income support
- income-based Jobseeker's Allowance (JSA)
- income-related Employment and Support Allowance (ESA)
- support through part 6 of the Immigration and Asylum Act
- the guaranteed element of State Pension Credit
- Child Tax Credit (but not Working Tax Credit) and have an annual income not over £16,190
- the Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

From September 2014, 2-year-olds who meet any 1 of the following criteria will be eligible:

- if they meet the eligibility criteria also used for free school meals
- if their families receive Working Tax credits and have annual gross earnings of no more than £16,190 per year

- if they have a current statement of special educational needs (SEN) or an education, health and care plan
- if they attract Disability Living Allowance;
- if they are looked after by their local authority
- if they have left care through special guardianship or through an adoption or residence order

## **Criteria for Admission:**

At Broomwood pre-school, we currently are able to provide provision for up to 24 two year old children. Places for admission of these places will be offered according to the following criteria:

1. Children who are designated by the LA as "A Looked After Child"
2. Children who live within the school's catchment area and who already have siblings in school.
3. Children who live within the school's catchment area.
4. Children out of catchment with a sibling in the school.
5. Children who have had their name on the waiting list for the longest period of time.
6. Children living in a family relationship at the same address as a child already attending the school which is out of our catchment area.
7. Children who are living outside our catchment area and would like to attend the school.

## **Understanding Broomwood Pre-School School**

- All children who intend taking up a place at our pre-school will receive a home-visit from one of the pre-school teachers. This is a chance for parents to ask any questions regarding this important phase of their child's life. All appropriate forms will be completed at this stage too.
- Before officially starting pre-school there will be a meeting with the headteacher and pre-school teacher to go through a number of key policies where a signature for understanding will be required.
- Daily feedback will be provided on your child; however in addition there will be three more formal parent meetings throughout the year where you will be given verbal and written feedback about the learning and developmental progress of your child.
- If you are concerned about anything within pre-school, we would encourage that you speak to the pre-school staff or the headteacher. If you have a complaint then we would ask that you go through our complaints procedure. For other concerns or complaints that you feel haven't been addressed about pre-school

you can go to Information for parents about Ofsted's role in regulating childcare or you can call Ofsted on 0300 123 4666.

## **Organisation of Intake**

At Broomwood pre-school, we offer morning and afternoon places. As we have provision for up to 24 children, we are able to provide 12 morning and 12 afternoon places. We provide provision for 3 hours a day for each child, equating to 15 hours over the whole week. Although you may not wish to send your child in everyday, we currently offer no flexibility with this arrangement. Morning sessions will commence from 8.30-11.30 and afternoon sessions will commence from 12.30-3.30.

Where space is available, parents are in agreement and the child is developmentally ready, children will make the transition to the Nursery the term after they become 3. Pupils born on or before 31<sup>st</sup> August in the relevant year will be admitted in the Autumn Term, pupils born on or before 31<sup>st</sup> December will be admitted in the Spring Term and those pupils born on or before 31<sup>st</sup> March will be make the transition in the Summer Term. However there will be, depending on the child in question, and availability, the opportunity for transition to occur at other times within the year if it is in the best interest of the child. We, in agreement with parents, may also delay transition to Nursery if we feel the child is better suited remaining within their current environment.

## **Disability Equality Statement**

The School welcomes and values disabled people to be an active part of school life.

Broomwood Pre-School School is keen to make sure that we do not make it difficult for disabled children, young people and adults to be involved in every part of school life. We have a legal duty not to discriminate against disabled people and to monitor how many of our pupils, staff, parents/carers and governors are disabled under the Disability Discrimination Act 2005.

Broomwood Pre-School recognises that disabled people are very diverse and include people with a physical impairment, visual impairment, hearing impairment, learning difficulty, specific learning difficulty (e.g. dyslexia), mental health issues, people who are deaf, British sign language users and people with long term health conditions.

**If you are given a place at Broomwood Primary School pre-school, it does not mean that you will automatically be allocated a place to nursery. You will need to request a nursery form from the school office and the nursery admission criteria will be adhered to.**

## **Review of Policy**

This policy will be reviewed and revised in line with developments issued by the LA annually.

Written October 2013

Reviewed October 2014

Approved by Governing Body.....

Date.....