

Yeadon Westfield Infant School
Admissions Policy for Nursery 2020
Review 2023

This school is committed to safeguarding and promoting the wellbeing of all children, and expects our staff, governors and volunteers to share this commitment. This policy should be read in conjunction with all other school policies.

At Yeadon Westfield Infant School, we offer Early Education places for children from 3 years of age.

Foundation Stage 2 Nursery

Children start in Nursery in September following their third birthday.

We offer 4 times options in Nursery that all provide the 15 [30] hours Free Early Education Entitlement (FEEE):

- Option 1 attend 9:00-3:00 Monday & Tuesday + 9:00-12:00 Wednesday
- Option 2 attend 12:00-3:00 Wednesday + 9:00-3:00 Thursday & Friday
- Option 3 attend 9:00-12:00 every morning
- Option 4 attend 12:00-3:00 every afternoon
- All week 9:00-3:00 every day

Admission Process

Where there are fewer applicants than places available, all applicants will be offered a place.

Where there are more applicants than places available, places will be offered based on the following priorities: -

1. Children in public care or fostered under an arrangement made by the local authority or children previously looked after by a Local Authority (see note 1).
2. Children with older brothers or sisters who will be attending the main school or the Junior school during the same academic year and are living at the same address (see note 3).
3. All other children in date of birth order.

Accepting a place

Parents will be asked to accept the place and start date offered. If a place is accepted and the child does not start, the offer of a place may be withdrawn. Only under exceptional circumstances can places be accepted but the start date deferred. This decision is at the discretion of the headteacher.

Admission into main school

A place in Nursery does not guarantee a place in the school. All parents must apply for a place through Leeds City Council if they want their child to transfer to the Reception year group at Yeadon Westfield Infant School.

Admission of children still in nappies

Children who still have continence issues at nursery admissions age will not be refused entry to the school nursery.

Note 1

A "child looked after" is defined as a child who, at the time of making the application is:

- in the care of a local authority, or being provided with accommodation by a local authority in the exercise of their social services functions

A "previously looked after child" is defined as a child:

- who was previously looked after but ceased to be so because they were adopted or became subject to a Special Guardianship order or a Child Arrangements order, or
- who has been in state care outside of England and ceased to be so as a result of being adopted

If you are making an application under the priority for a **previously looked after child**, you will need to complete a **Priority 1a Supplementary Information Form** at *appendix 2* and send this with a copy of the court order so the priority can be verified.

Note 2

Evidence of the child's eligibility for 30 hours per week must be provided to the school along with the parent's National Insurance Number and Date of Birth to ensure the funding can be claimed by school.

Note 3

For these purposes, brothers and sisters must be living at the same address as your child. Siblings refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister. The definition does not include cousins or other family members sharing a house.