

TAMESIDE METROPOLITAN BOROUGH
ASHTON WEST END PRIMARY AND NURSERY SCHOOL

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**ADMISSION ARRANGEMENTS FOR
ASHTON WEST END NURSERY SCHOOL
2016-17 ACADEMIC YEAR**

Introduction

Ashton West End Nursery School is an inclusive school and welcomes children from the local community. We believe that strong parental or guardian involvement is essential for the success of every pupil and all parents, guardians and pupils will be invited to meet with staff at the school after a place has been offered.

Criteria for Admission

All children are entitled to a free part-time nursery education place from the term after their third birthday. From September 2010 each child is entitled to a maximum of 15 hours free early years education per week in the year before the child enters Reception class.

In the first instance places will be allocated to Tameside residents who will be four years old between the 1st September of the year prior to admission and the 31st August of the year of admission.

Admissions Procedure

Ashton West End School will admit 60 nursery children for the school year September 2015 to July 2016. The school offers either five morning sessions of three hours each, **or** five afternoon sessions of three hours each during each school week.

Prospective parents should register their interest with the school as soon as possible by completing and submitting an application form which is available from the school office. Forms should be submitted to Ashton West End School no later than February of the year the child will start nursery school.

All parents who have returned an application form before the end of February of the year the child will start nursery school will be contacted in writing by Ashton West End School in the following month, March. The letter will ask parents to confirm that they wish to take up a place, if available, by returning an enclosed confirmation slip.

The confirmation slip must be returned to the school before the date stated in the letter for the child to be considered for a place. If the confirmation slip is not returned by the specified date the offer will be withdrawn and the place offered to another child.

Oversubscription Criteria

Ashton West End School has an admission number of 60 pupils for entry into the nursery. All applicants will be admitted if 60 or fewer confirm their application. Preferences for morning or afternoon nursery sessions will be given in the order in which the confirmation forms are returned to the school.

When the number of applicants exceeds 60 the governing body will apply the following oversubscription criteria, in order:

1. Looked after children *(a looked after child is a child who is in the care of a local authority or is being provided with accommodation by a local authority in the exercise of their social services functions as defined in Section 22(1) of the Children Act 1989).*
2. Children with Special Educational Needs, exceptional medical needs or home circumstances (independent information from professionals involved with the child must be submitted to provide full details and substantiate these conditions and all information will be treated in the strictest confidence). The governing body will consider each of these cases according to the evidence provided before making a decision regarding admission.
3. A child who is four years old by the 31st August prior to the September of the year of admission and has brothers or sisters who will be pupils of Ashton West End Primary School during the academic year of admission.
4. The age of the child; priority will be given to children in the following order:
 - a. Children who will be four years old by the 31st December of the relevant academic year
 - b. Children who will be four years old by the 31st March of the relevant academic year
 - c. Children who will be four years old by the 31st August of the relevant academic year

Proximity to the school will be used to make a final decision for applications in categories 2 to 4 above.

A waiting list will be kept of any children who have not been granted a place and parents contacted if one should become available. Decisions made by the governing body to allocate places are final and there is no right of appeal against such decisions.