

**Early Years
Admission Arrangements and Procedures
Clive CE Primary School and Nursery**

What Early Education provision is available for my child

Early Education is provided in a number of settings which include Shropshire Council maintained nursery classes, private and voluntary pre-schools, day nurseries, childminders and independent schools. The Council holds a directory of these providers in the country which can be obtained from Shropshire Council's Family Information Service, details below:

When will my child be eligible for Early Education?

Some two year olds, depending on their family circumstances, are entitled to up to 15 hours of free early years provision each week for up to 38 weeks of the year. To find out if your child is eligible please contact us on the following email address: 24u@shropshire.gov.uk

All three and four year olds are eligible for free early provision regardless of their circumstances. The following table shows when their eligibility will begin:

If your child was born between:	He/She is eligible for Early Education from...
1 April and 31 August	Autumn term – after child's 3 rd birthday
1 September and 31 December	Spring term – after child's 3 rd birthday
1 January and 31 March	Summer term – after child's third birthday

From September 2017 some three and four year olds will also be eligible for an additional 15 hours of free provision each week (30 hours each week in total). To qualify for these extra funded hours both parents will need to be working for a minimum of 16 hours each week (or one parent in a lone parent family) and be earning no more than £100,000. To see if you are eligible for the additional hours and, for full details of all of the financial support available to help with childcare costs, please visit: <http://www.childcarechoices.gov.uk/>

How do I go about finding an Early Education place for my child?

Firstly we recommend that you visit your [referred settings before you put your child's name down to attend. This will give you a chance to discuss arrangements for new children and find out more about what is provided. It is the responsibility of the parent to find an Early Education provider for their child.

When you have decided on the preferred setting you will need to register your child for an Early Education place. It is recommended that you do this as soon as possible after your child's second birthday. The providers will then contact those parents who have requested a place, if they have a place available for your child, during the term before the child is due to start. If they inform you that they do not have a place you will need to approach another provider.

How are Early Education places allocated?

Private nurseries, pre-schools, playgroups, childminders and voluntary aided schools with nursery classes will have their own admissions policies, details of which you can obtain from the individual provider. Details of the admissions for nursery classes at community and controlled schools are included further in this document.

Shropshire Council Nursey Classes – Admission Policies

Schools should have a list of children whose parents have expressed a wish to attend the nursery. This decision should be taken using the following priorities. Children with a Statement of Special

Educational Needs or EHCP which names a particular school will be allocated places, after which places are allocated according to an agreed set of criteria, in strict order of priority.

Priority 1:

Looked after children and former looked after children (who are then adopted) as long as they have an eligible birthdate but who need not reside in the school's designated catchments area.

Priority 2:

Children already attending nursery who wish to change the sessions they are attending or increase their sessions if they are not taking their full entitlement.

Priority 3:

Children living in the school's designated catchment area who have a sibling in the nursery or school and that sibling will be attending at the time the younger child starts nursery. If new places are limited, priority can be given to older children.

Priority 4:

Children living in the school's designated catchment area without siblings at the nursery or school. If new places are limited, priority can be given to older children.

Priority 5:

Children out of the school's catchment area with siblings in the nursery or school at the time the younger child starts nursery. If new places are limited, priority will be given to the children living closest to the nursery (distance from home to school measured as a straight line on a computerised mapping system).

Priority 6:

Children out of the school's catchment area without a sibling in the nursery or school. If new places are limited, priority will be given to the children living closest to the nursery. (Distance from home to school measures as a straight line on a computerised mapping system).

Priority 7:

If the school governors have decided to offer extra fee-paying hours to children attending for their free 15 hours, this offer can only be made once all parental requests for free places have been dealt with and should not be given in situations that prohibit a child from getting their free entitlement. The charges for these extra hours should be set at a reasonable market rate and not be seen to undercut any other provision in the area.

Each nursery class should have a timetable as to when you can apply for a place and when the decision to offer a place will be made. There is no transport assistance to any nursery setting whether they are maintained by the Local Authority or privately.

Please remember:

- Attendance at a particular nursery/nursery class or foundation class gives no guarantee that the child will gain a place at the school where the nursery/nursery class/foundation class is located.
- Parents/carers must apply separately for their child to go to any primary or infant school via their council. Entering your child's details on a school's list at an early age is not a formal application for a school place.

- The child's usual home address determines whether they are in a particular school's designated catchment area.
- It is the parent's/carer's duty to ensure that they have obtained all the necessary information and the correct form on which to apply for a primary or infant school place.

Family Information Service:

Tel: 01743 254400

Website: www.shropshirefamilyinfo.co.uk