



Tudor Grange Primary Academy  
**Yew Tree**

# NURSERY ADMISSIONS POLICY for 2024

Policy last reviewed by the Local Governing Body	October 2023
Date of issue	December 2023
Review frequency	Annual
Policy due for review	October 2024

## **Tudor Grange Primary Academy Yew Tree Admission arrangements for entry to Nursery 2024**

Tudor Grange Primary Academy Yew Tree offers high quality childcare and education for children aged 3 to 4 years of age at its Nursery. Our admission arrangements are underpinned by the following aims:

- to provide high quality learning experiences that meet the needs of each child;
- to provide high quality childcare that meets the needs of the local community.

There is no statutory guidance affecting nursery admissions arrangements, however, if you would like to apply for a nursery place starting in September 2024 you should apply to Tudor Grange Primary Academy Yew Tree. Applications should be received by the school office either by post or by email by 3pm on Friday 8th December 2023. You will be notified if your child has been offered a place by Friday 26th January 2024.

You can make a late application after the closing date (see Note 7).

These are our admission arrangements which detail the oversubscription criteria. This applies for children who are already 3 years old by 31st August 2024. Places will be offered for 15 hours per week, mornings only. These admission arrangements are for pupil entry into the Nursery only. A nursery place does not guarantee a place for Reception at Tudor Grange Primary Academy Yew Tree. Please see separate School Admissions Policy.

Our application form is available to download on our website

<https://www.yewtree.tgacademy.org.uk/files/2022/07/NURSERY-APPLICATION-FORM.pdf>

alternatively, you can request a form to be sent to you by contacting school directly on 0121 704 2067.

If there are fewer applications than places available all the applicants will be offered a place. If Tudor Grange Primary Academy Yew Tree is oversubscribed, after the admission of pupils with an education health and care plan where the school is named, priority for admission will be given to those children who meet the criteria set out below, in priority order.

### **Oversubscription criteria**

**Priority 1:** All looked after children in the care of a local authority (e.g., foster care) or previously looked after children adopted immediately after being in care, or subject to a residence order or subject to a special guardianship order, or children whose exceptional social or medical reasons (see note 2) can only be met by this particular school. This includes children who appear (to the admission authority) to have been in state care outside of England and have ceased to be in care as a result of being adopted, as well as children who were adopted (or subject to child arrangement orders or special guardianship orders) immediately following having been looked after in England.

**Priority 2:** Children who normally live in the catchment area of the school

**Priority 3:** Children who have an older brother or sister at the Tudor Grange Primary Academy Yew Tree at the same time.

**Priority 4:** Children who live closest to Tudor Grange Primary Academy Yew Tree measured in a straight-line from the child's home to the academy.

### Notes:

1. Children with an education health and care plan that names Tudor Grange Primary Academy Yew Tree will be offered a place first. This will reduce the number of places available.
2. Applications with exceptional social or medical grounds must be supported by independent professional evidence. The Local Governing Body will consider applications and evidence and make recommendations to the Head of School who will grant priority 1 to applications with exceptional social or medical reasons.
3. Under Priority 3, a brother or sister must live at the same address and could be:
  - A brother or sister sharing the same parents;
  - A half-brother or half-sister, where two children share one parent;
  - A stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
  - The separate children of a couple who live together; or
  - An adopted or fostered brother or sister.

Priority 3 applications will be prioritised in distance. Distances are measured by the Local Authority's computerised admissions system. The admissions system uses six-figure grid references provided by the Local Land and Property Gazetteer (LLPG). The grid references provide a unique point on each property.

4. Under Priority 4, distances are measured on the basis of proximity to the school using straight line measurement from the main entrance of the school to the main entrance of the child's home.

The admissions system uses a six-figure grid reference provided by the Local Land and Property Gazetteer (LLPG). The grid reference provides a unique point on each property.

5. Waiting lists are produced in strict order of priority, against the oversubscription criteria and are managed by Tudor Grange Primary Academy Yew Tree. A child can remain on the waiting list until December after the year of entry. After this, parents can make a new application.
6. If you have not notified us to accept or decline the place within 2 weeks of the offer, your place will be given to the next child on the waiting list. Once you have accepted the place you will be sent a confirmation email. You must notify us immediately if you have not received a confirmation email within 2 days of verbally accepting the offer.
7. Late applications can be made using the same form and will be assessed using the same criteria. These applications will be processed after the offer date.

8. Places will be offered at the Nursery to twins, triplets and children from other multiple births. If a twin, triplet or multiple births is admitted at the 30th place then the siblings of the twin, triplet or multiple births will be admitted as excepted pupils.
  
9. The home address is the place where the child is permanently resident with his or her parents. When a child lives between two addresses, the address where the child is registered for medical care or of the address of the parent who is in receipt of child benefit, or some other fixed, objective measure. If care is shared between two parents, you will need to provide a copy of the court order defining the arrangement. In the absence of a court order, we will use the address of the parent who is in receipt of the child benefit.