



St Michael's Church of England Primary School

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2020-21 ADMISSIONS POLICY FOR THE NURSERY CLASS

If your child was born between 1st September 2016 and 31st August 2017 then you can apply for a place for them at our nursery for September 2020.

The nursery is managed by Our Lady's Catholic Primary School. The 26 available places are split between applicants completing the St Michael's Nursery application forms and applicants completing the Our Lady's application forms.

30 Hours Per Week Funded Nursery Provision Offer

The Government has proposed changes to the funding of Early Years provision for 3 and 4 year olds from 2017. As a result of these changes, Camden Local Authority will no longer fund full-time (30 hours per week) Nursery provision from September 2017. Instead, schools will receive funding for only the 15 hours of free Nursery entitlement and the children of working parents who meet the criteria will become eligible for an additional 15 hours funded childcare. In order to try and support the school meeting the cost of the full time provision offered to all children, working parents who are eligible for the additional 15 hours of funded Nursery hours will be asked to apply for this funding. The school office will provide details with more information on whether or not they are eligible to apply for this additional funding and how to apply.

Nursery children are non-compulsory school age and the following procedures and criteria will apply.

Application Procedures and Timetable:

To apply for a place at Our Lady's and St Michael's Nursery, you will need to complete and return the **Supplementary Information Form (SIF)** attached to this policy and return it, in person, to the school office, and proof of residency by **15 January 2020**.

Please also be aware that admission to Nursery class does not guarantee admission to Reception class and Years 1 to 6. Parents must separately apply for a primary school place, following the published Admissions Policy for Reception class and Years 1 to Year 6 classes for the year of admission.

Pupil Numbers

The Governing Body will ensure that the number of pupils in each year group will be such as to conform to statutory legislation. In accordance with the Government's policy to limit class sizes, a maximum of 26 pupils will be admitted to the Nursery class. The Governing Body proposes to admit 13 pupils who are Our Lady's applicants and 13 pupils who are St Michael's applicants.

Oversubscription criteria for St Michael's applicants

Whenever there are more applications than places available, priority will always be given to applicants in accordance with the oversubscription criteria listed below.

Nursery Class applications

In order to make a full application for a place in the School's Nursery Class you should complete a St Michael's and Our Lady's Nursery Application Form and hand it in at **Our Lady's school office**.

OVERSUBSCRIPTION CRITERIA.

If there are more applications than places, the Governors will give places to:

1. Children in public care or a child who was previously looked after but immediately after being looked after became the subject to an adoption, residence, or special guardianship order, regardless of their faith or no faith.
2. Children whose parent or guardian have worshipped at St Michael's Church, Camden Road, at least twice a month throughout the year preceding the date of application and who will have a sibling attending St Michael's Primary School at the time they start attending Nursery Class. *(See notes 1 and 2)*
3. Children whose parent or guardian have worshipped at St Michael's Church, Camden Road, at least twice a month throughout the year preceding the date of application but who will not have a sibling attending St Michael's Primary School at the time they start attending Nursery Class. *(See note 1)*
4. Children whose parent or guardian have worshipped at one of the other Churches in the Parish of Old St Pancras at least twice a month throughout the year preceding the date of application and who will have a sibling attending St Michael's Primary School at the time they start attending Nursery Class. *(See notes 1 and 2)*
5. Children whose parent or guardian have worshipped at one of the other Churches in the Parish of Old St Pancras at least twice a month throughout the year preceding the date of application but who will not have a sibling attending St Michael's Primary School at the time they start attending Nursery Class. *(See note 1)*
6. Children whose parent or guardian have worshipped at another Christian church at least twice a month throughout the year preceding the date of application and who will have a sibling attending St Michael's Primary School at the time they start attending Nursery Class. *(See note 1 and 2)*
7. Children whose parent or guardian have worshipped at another Christian church at least twice a month throughout the year preceding the date of application but
8. All other children regardless of faith or no faith who will have a sibling attending St Michael's Primary School at the time they start attending Nursery Class.
9. All other children regardless of faith or no faith who will not have a sibling attending St Michael's Primary School at the time they start attending Nursery Class.

Each criterion will be applied in the order given above. Should there be more applications in any category than places available, priority will be given to children whose home address is closest to the school (see note 3).

Notes:

1. *Those seeking a place under the criteria of church membership should note that the school will seek confirmation of this from the priest, minister or church leader. Christian churches are defined as those which are full member churches of Churches Together in Britain and Ireland or of the Evangelical Alliance. For families recently moved into the area, attendance at their previous church will also be taken into account.*
2. *Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent / carer's partner, where the child for whom the place is sought is living in the same family unit at the same address as the siblings. A sibling relation does not apply when the older child will leave before the younger one starts*
3. *In the case of twins or a multiple birth, if a place is offered to one of the children priority will be given to the other siblings.*
4. *Distances are determined by the shortest walking route from the main street entrance of the child's home address to the entrance of the school, as measured using the Local Authority's computerized measuring system. Where it is necessary to differentiate between applicants living in flats using the same street entrance, priority will be given to the applicants living closest to the ground floor and then by ascending flat number order. Where two distances are the same a decision will be made using random allocation.*

Waiting List

Unsuccessful candidates will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained in order of the oversubscription criteria and not in the order in which the applications are received or added to the list. Names are normally removed from the list after one full year unless parents/carers submit a written request asking for their application to remain on the waiting list.

Interpretation of terms used in the Admissions Policy and Admissions Criteria

Applicants	The parents and/or carers submitting an application for a place on behalf of a child.
Parent	The adult or adults with legal responsibility for the child
Home Address	The place where the child lives for more than 50% of the school week or the home of the parent in receipt of Child Benefit.
“looked after child”	Has the same meaning as section 22 of the children Act 1989 and means any child in the care of a Local Authority or in accommodation provided by them e.g. a child who has been placed with foster carers.
Adopted	An adopted child is a child who has been adopted from care and whose parents can give proof of this status.
Child Arrangements Order	A Child Arrangements order is an order under the terms of the Children Act 1989 s.8 settling the arrangements to be made as to the person with whom the child is to live. Children ‘looked after’ immediately before the order is made qualify in this category.
Special Guardianship Order	A special guardianship order is an order under the terms of the Children Act 1989 s.14A which defines it as an order appointing one or more individuals to be a child’s special guardian(s). A child who has been ‘looked after’ until the order is made qualifies under this category.
Christian	A member of one of the Churches that is a member of “Churches Together in Great Britain and Ireland” or of the Evangelical Alliance.