

## **2018-19 ADMISSIONS POLICY FOR THE NURSERY CLASS**

Applications are invited for the St Michael's and Our Lady's Nursery for September 2018 from families whose child attains three years of age during the academic year 2018-19 (1<sup>st</sup> Sept 2018 to 31<sup>st</sup> August 2019).

***Admissions to the nursery can only be made once the child applied for is 3 years old.***

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. **The Governing Body of St. Michael's School has agreed that the school will continue to offer all applicants full-time (30 hour week) provision in Nursery in the academic year 2018-19 and the school will fund the cost of the additional 15 hours.** 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.

### **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 school applicants and 13 pupils who are St Michael's school 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.

### **Applications on behalf of pupils attending the School's Nursery Class**

Applicants should be aware that Nursery education is a non-statutory service and that accordingly a child's attendance in the School's Nursery Class does not guarantee a future place in the Reception, Infant or Junior classes.

### **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 the respective school office.

### **Fair Access Protocols**

The School is committed to taking its fair share of vulnerable children who are hard to place, in accordance with locally agreed protocols. Accordingly, outside the normal round of admissions the Governing Body is empowered to give absolute priority to a child where admission is requested under any local protocol which carries the agreement both of the Governing Body and the Diocese for the current admission year. The Governing Body has this power even when admitting such a child would exceed the normal admission number.

## OVERSUBSCRIPTION CRITERIA.

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

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, and then up to 7 Foundation places and up to 6 Open places. These will be allocated at the discretion of the Admissions Committee according to the following criteria and in the following order:

### **A. CHILDREN IN PUBLIC CARE**

**1A** 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,

### **B FOUNDATION PLACES**

**1B** Children whose parents or guardians 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)

**2B** Children whose parents or guardians 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)

**3B** Children whose parents or guardians 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)

**4B** Children whose parents or guardians 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)

**5B** Children whose parents or guardians 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)

**6B** Children whose parents or guardians have worshipped at another Christian church 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)

**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).** If the Governors are not able to offer a Foundation place to anyone applying for a Foundation place, the application will be considered for an Open place according to the criteria for Open places. If there are insufficient applications to fill the Foundation places, the remaining places will be offered to applications for Open places according to the criteria for Open places.

### **C Open Places**

**1C** Children who will have a sibling attending St Michael's Primary School at the time they start attending Nursery Class. (See note 2)

## 2C All other children.

**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.*

### 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

<b>Applicants</b>	The parents and/or carers submitting an application for a place on behalf of a child.
<b>Parent</b>	The adult or adults with legal responsibility for the child
<b>Home Address</b>	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.
<b>"looked after child"</b>	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.
<b>Adopted</b>	An adopted child is a child who has been adopted from care and whose parents can give proof of this status.
<b>Child Arrangements Order</b>	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.
<b>Special Guardianship Order</b>	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.

<b>Christian</b>	A member of one of the Churches that is a member of “Churches Together in Great Britain and Ireland” or of the Evangelical Alliance.
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