

Pre-school Format and Admissions Policy



Admissions for September 2016 onwards

Address: Boxhill Walk, Abingdon OX14 1HB

Tel: 01235 536061

Email: stnicolaspreschool@btinternet.com

Website: <http://www.stnicolaspreschoolabingdon.org/>

Registered Charity No. 284755

Pre-School Format:

We will be offering your child a pre-school place **one year before they start school**. They will start with us the **September after their 3rd birthday** and stay with us for one year of Foundation Stage education.

Admission Policy:

It is our intention to make our Pre-school and Playgroup as accessible as possible while matching St Nicolas Primary School's admission policy, as we are in partnership with the school. All children and their families will be welcome, regardless of gender, sexuality, class, means, family status, disability, colour, ethnic origin, religion or belief. If a child has any special needs it is very important that the parent/ carer(s) let the Waiting List Secretary or Supervisor know **on application**. This is just to ensure that any necessary planning is made by the staff **before** the children start pre-school.

(a) Registration

Children can be registered from the beginning of the term their 2nd birthday falls, i.e.

1st Sept – 31st Dec (Autumn band) Register from 1st Sept

1st Jan – 31st Mar (Spring band) Register from 1st Jan

1st Apr – 31st Aug (Summer band) Register from 1st April

Closing date for applications will be 31st January. After that you will join the reserve waiting list.

(b) Sessions offered

Mon – Fri term time only

8.45am – 11.45am 8.45am – 2.45pm

12.15pm – 3.15pm 8.45am – 3.15pm

We will try to offer parents as much flexibility as possible within these guidelines.

(c) Allocation of places

Allocation will take place, once a year, no sooner than the 1st February before your child is due to start. All places are offered under a prioritising system taking into consideration:

1. Children with an Educational, Health and Care Plan. Introduced in Sept 2014.
2. Looked After Children for whom there is an agreement between a designated officer of the LEA that the Pre-School will more appropriately meet the child's needs than the child's catchment Pre-School.
3. Disabled children who need to be admitted to an accessible school.
4. Children of current staff of the Pre-School or St. Nicolas Foundation Stage.
5. A sibling currently at St Nicolas Pre-School or at St Nicolas Primary School and living within the St Nicolas Primary School catchment area.
6. Applicants who live within the St Nicolas Primary School catchment area.
7. A Sibling currently at St Nicolas Pre-school or at St Nicolas Primary School and living outside the catchment area.
8. Applicants who live out of catchment.

Places will be allocated using the above priority criteria to those who live the closest distance to the school first. **If vacancies arise**, they will be filled in the first instance from the reserve waiting list (**children who are due to start primary school the following September**), and offered under the same prioritising system as above.

Sessions Your Child Will Attend:

If your child was born in Autumn 2012, Spring 2013, or Summer 2013:

They will start with us in September 2016, the September after their 3rd birthday, attending pre-school for three terms (autumn, spring, and summer). They will then start primary school in September 2017, the September after their 4th birthday.

If your child was born in Autumn 2013, Spring 2014, or Summer 2014:

They will start with us in September 2017, the September after their 3rd birthday, attending pre-school for three terms (autumn, spring, and summer). They will then start primary school in September 2018, the September after their 4th birthday.

If your child was born in Autumn 2014, Spring 2015, or Summer 2015:

They will start with us in September 2018, the September after their 3rd birthday, attending pre-school for three terms (autumn, spring, and summer). They will then start primary school in September 2019, the September after their 4th birthday.

We will try to offer parents as much flexibility as possible within these guidelines.

Please note that the information in this leaflet is subject to change. For more information or to register your child with us, please contact the Waiting List Secretary or Chairperson via the pre-school (01235) 536061 or stnicolaspreschool@btinternet.com