

11. Nursery Admission Timetable

Children born on &	between these dates	Term of Entry to Nursery School (where places available)	Closing date for Applications (late applications are considered and added to allocation lists in order of criteria)
1 April 2014	31 August 2014	September 2017	24 March 2017
1 September 2014	31st December 2014	January 2018	24 March 2017
1 January 2015	31 March 2015	April 2018	24 March 2017

Nursery Admission Arrangements

The Council is the admissions authority for all maintained community nursery Schools and nursery classes in community schools in the Vale of Glamorgan. No place can be allocated at a community or controlled nursery without formal application. The Council will normally accept children who are three years old at the start of term (1 September, 1 January or 1 April) up to the schools approved capacity. Where the number of applications for admission exceeds the number of places available, places will be allocated applying the following criteria, in the order of priority set out below, up to the approved capacity.

Parents should also note that children attending a nursery school will not have an 'automatic' right to continued education at the same school when moving up to a reception class, whether residing within the catchment area or outside it. Parents will be required to apply for their chosen school (see Primary Education Admission Arrangements section). As nursery education is not a statutory provision there is no right of appeal against a decision to refuse a place for a child at a particular school.

Where a parent provides fraudulent or intentionally misleading information to obtain the advantage of a particular school for their child, to which they would not otherwise be entitled, the Council reserves the right to withdraw the offer of a place.

Nursery Admission oversubscription criteria

The Council is the Admissions authority for all maintained community nursery schools and nursery classes in community and voluntary controlled schools. Admissions are allocated termly in consideration of applications for pupils who were

three on or before the last day of the previous term (**31 August, 31 December or 31 March**).

Children with a statement of Special Educational Needs, when the school is named as the most appropriate setting, will be admitted before applying the oversubscription criteria.

All applications are ranked by the published oversubscription criteria date regardless of their start date within the nursery. Pupils residing in catchment or with a sibling connection who are eligible for a nursery place later in the academic year will therefore be provisionally allocated places prior to the allocation of non-catchment applications even when the non-catchment applications are for older children.

Once the initial September allocations have been made, any late applications are added to the waiting list/ termly allocation list and places offered on that basis. In these cases, late catchment applications, for example, will be ranked higher up the allocation list than “on time” applications qualifying under a lower criteria.

Autumn term admissions (allocated in May for a September start date)

1. Children who will be three on or before 31 August where evidence has been supplied to confirm that they are looked after, or have been previously looked after by a local authority in accordance with section 22 of the Children Act 1989.
2. Children who had their third birthday before the last day of the previous term, and are resident within the defined catchment area of the school on or before the published closing date for receipt of application forms. Evidence of permanent residence will be required. In the event of over-subscription by applicants from this category alone, the criteria set out below, in order of priority, will be applied to produce an order of preference;
 - (a) Children who have a brother or sister in attendance at the school during the academic year in which the child is to be admitted. (Where preferences exceed places available, the council determines priority by reference to the age of the pupils' youngest sibling in the school, the youngest commanding the highest degree of priority).
 - (b) Children in chronological date of birth order, the oldest being admitted first. If two or more children have the same date of birth priority will be given to children living nearest the school as measured by the shortest available walking route, those living nearest will have priority. The council uses a Geographical Information System (GIS) to calculate home to school distances.
3. Children who had their third birthday before the last day of the previous term and whom the Council judges that there are compelling medical or social grounds for their admission to a specified nursery school/class i.e. those children recommended for placement with regard to medical, psychological or special education reasons. (Written recommendations from appropriate external agencies or professional advisers will be required in such cases)

4. Children who had their third birthday before the last day of the previous term and have a brother or sister in attendance at the school during the academic year in which the child is to be admitted (Where preferences exceed places available, the council determines priority by reference to the age of the pupils' youngest sibling in the school, the youngest commanding the highest degree of priority).

Spring term admissions (Allocated in October for a January start date)

5. Children who will be three on or before 31 December where evidence has been supplied to confirm that they are looked after, or have been previously looked after by a local authority in accordance with section 22 of the Children Act 1989.

6. Children who will be three on or before 31 December, resident within the defined catchment area of the school on or before the published closing date for receipt of preference forms. Evidence of permanent residence will be required. In the event of over-subscription by applicants from this category alone, the criteria set out at point 2 above, in order of priority, will be applied to produce an order of preference.

All remaining applications will be prioritised using points 3 and 4 above.

Summer term admissions (allocated in January for an April Start date)

7. Children who will be three on or before 31 March where evidence has been supplied to confirm that they are looked after, or have been previously looked after by a local authority in accordance with section 22 of the Children Act 1989.

8. Children who will be three on or before 31 March, resident within the defined catchment area of the school on or before the published closing date for receipt of preference forms. Evidence of permanent residence will be required. In the event of over-subscription by applicants from this category alone, the criteria set out at point 2 above, in order of priority, will be applied to produce an order of preference. All remaining catchment applications will be prioritised using points 3 and 4 above.

Remaining applications

9. Where there are still spaces available after applying the criteria above, these will be allocated to children who had their third birthday before the last day of the previous term (31st August, 31st December or 31st March) with priority given to those living nearest the nursery school/class as measured by the shortest available walking route, those living nearest will have priority. The council uses a Geographical Information System (GIS) to calculate home to school distances.

In all cases evidence of permanent residence of a pupil at the time of application is required. Any place approved on the basis of residence will be withdrawn if the pupil is not permanently resident at the address at the beginning of the school term to which the application relates.

Where a child permanently lives at two addresses over the course of a school week, then the home address will be determined as the address where the child lives for the majority of the school week (i.e. 3 out of 5 days available). Parents will be

required to provide documentary evidence confirming the child is resident at the address they wish to be considered for allocation purposes. This will be legal documentation, Child Benefit confirmation, evidence from Social Services, Health Professionals or other professionals.

Where a parent provides fraudulent or intentionally misleading information to obtain the advantage of a particular school for their child, to which they would not otherwise be entitled, the LA will withdraw the offer of a place.

Admission to Nursery Classes Some Questions Answered

I have had my child's name down at the school of my choice since he/she was born. Does that guarantee I will get a place or give me an advantage over other applicants?

No. Although schools sometimes find it helpful to keep lists, those lists are not relevant to the admission process. Parents must still apply through the admitting authority for a place at the school. The application will be processed using applications received and by applying the published admission criteria. There is no advantage to having your child's name on a list at a school.

I have another child attending the school of my choice, but we live out of catchment. Does having a sibling at the school put my child in a higher criterion?

Having a sibling at the school is part of the criteria used, but does not guarantee you a place at the school of your choice. Catchment children will still always take priority.

My childcare arrangements make it important for me to get a place at the school of my choice, which is outside my catchment area. Will this be taken into consideration?

Unfortunately childcare arrangements cannot be taken into account. Catchment children will always be placed as the highest priority to children from outside the catchment area.

When will my child be eligible to start?

If your child is 3 between:

1 April – 31 August (inclusive). Your child may be accepted for the following Autumn Term (September)

1 September – 31 December (inclusive) your child may be accepted for the following Spring Term (January)

1 January – 31 March (inclusive) your child may be accepted for the following Summer Term (April)

Your child can start full time education in the September following their fourth birthday, so, depending on their date of birth they may attend nursery for up to 5 terms.