



Nursery Admissions Policy 2020-21

Admissions to Nursery at Durham Lane Primary School are managed by the school.

Durham Lane Primary School Nursery has a capacity of 39 pupils accessing the provision on a morning setting. Children are able to start Durham Lane Nursery the day after their 3rd birthday.

Stage 1:

Parents expressing an interest in a place for their child in our Nursery will be provided with an 'Early Years Nursery Application and Admissions Arrangements – A guide for parents' and asked to complete the Application Form enclosed.

Stage 2:

Places will be allocated according to availability as described below.

ADMISSION POLICY FOR SEPTEMBER 2020/21

Places will be allocated with regard to the following priorities:

1. Pupils who are in the care of the Local Authority – Looked After Children.
2. Pupils with complex needs who have been discussed at the SEN panel or have an EHC and been identified as needing a 'named' primary mainstream school.
3. Pupils who have a brother or sister living at the same address and are still at the school when the pupil begins;
4. Pupils in order of completed application date.

The parents of pupils who have been allocated a nursery place will be sent a 'Request for Nursery Sessions' form that should be returned to school.

Children aged three years old are entitled to 15 hours in our Nursery setting. At Durham Lane Primary School this is available option:

Option A - Daily morning session 8.45 am – 11.45 am

Stage 3:

Parents will be contacted by letter to confirm the place allocation.

Stage 4:

During the Summer Term the school will hold a 'Welcome to Nursery' meeting where parents can meet the Early Years Staff, look around school and make arrangements for uniform ordering, access to extended school provision and complete essential school documentation.

All children are invited to make a visit to nursery and meet the staff. They can become familiar with their new surroundings and receive a children's welcome to nursery booklet.

Where children may already access childcare with a private provider the nursery staff will liaise with any outside providers to gather details of a child's attainment and support their transition into nursery.