

Hitchin Partnership Admission Information for Local Authority Nursery Schools and Nursery Classes 2019/20

The nursery admission process is changing from September 2017 for admissions for 2018 onwards. In place of a centrally controlled system which has previously been run by the local authority, nursery settings will now be operating their own admission process.

Local authority nursery schools and classes within Hitchin form part of the Hitchin Partnership. In order to provide consistency and simplify the process for parents, the partnership has agreed a timeline for admissions and a set of over subscription criteria.

Hitchin Partnership Timeline for Maintained Nursery Schools and Nursery Classes 2019/20

Autumn 2018	Hitchin maintained nursery schools and nursery classes will make nursery admission information available on their websites
Monday 4th February 2019	Applications open via school's websites for Hitchin maintained nursery schools and nursery classes (online applications preferred)
Friday 15th March 2019	Applications close for Hitchin maintained nursery schools and nursery classes
Friday 26th April 2019	Offers made to parents (via the same method as application was made)
Friday 3rd May 2019	Deadline for parents to accept/reject places. Continued interest offers will be made after this date.

Children will be offered a nursery place to start in the autumn term of the academic year they turn 4 (falling between 1st September to 31st August). At Purwell School, we have 30 nursery places, and children attend five morning sessions from 8.50am to 11.50am, providing 15 hours of free nursery education.

We hold an information meeting for parents in the summer term. In September, in a staggered start, children are invited to visit, for one hour, on one day and to start attending full sessions the next day.

The nursery is an integral part of the school. A separate application is needed from Nursery to main school.

Applications for our Nursery class must be made directly to the school but please note that Primary admissions are managed by Hertfordshire County Council (HCC). A separate application is needed to move to the main school and allocation of a Nursery place does not guarantee your child a place in our Reception class. More information on applying for a school place within Hertfordshire can be found at the HCC website on <http://www.hertsdirect.org/admissions>.

Should there be more applications than places, an agreed over subscription criteria will be followed. Please see the oversubscription criteria, below. If an application is unsuccessful, you may request to go onto the Nursery's continuing interest list and, if a space arises, the criteria will be applied again.

Hitchin Partnership Over Subscription Criteria for Maintained Nursery Schools and Classes for the School Year 2019/20

Children with a Statement of Special Educational Needs which names the school will be allocated a place in accordance with section 324 of the Education Act 1996. Schools will also admit children with an EHC (Education, Health and Care) Plan that names the school.

Parents may state their preference as to which nursery class, school or centre they would like their child to attend in the years leading up to the child's fourth birthday. However, if there are not enough places available, places will be allocated in the following order of priority:

- a) Children looked after and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order).
- b) A child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.
- c) Other applicants where the following criteria are considered to determine priorities:

- 1) Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.
- 2) Children who have a sibling at the school (including, if an infant school, a sibling at the link junior school) at the time of application, unless the sibling is in the last year of the normal age range of the school. Note: the 'normal age range' is the designated range for which the school provides.
- 3) Any other children.

Proof of documentation to support any of the criteria above will be required.

If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. If more children qualify under criterion 2 than there are places available, priority will be given to those who live nearest to the nursery as measured in a straight line, from the main school gate, using Google maps. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.