



Millfields First School

Pre-school admissions policy

Date reviewed: July 2023

Date of next review: July 2024

Chair of Governors (signature)

A handwritten signature in black ink, reading 'Carl Kestoh'.

Head Teacher (signature)

A handwritten signature in black ink, reading 'Shantanda'.

This is an admissions policy for Millfields Governors Led Pre-School. It has been drawn up in consultation with governors and ensures that Pre-School admissions are based on common principles.

All children have an entitlement to a maximum of 15 hours per week free early years education over a minimum of 38 weeks (570 hours per annum maximum). Some children whose parents meet certain criteria have an entitlement to 30 hours free funding.

It is an expectation that children use the first fifteen hours of their funding over five mornings and priority will be given to those children. For those who receive fifteen hours of funding additional hours may be paid for if lunchtimes and afternoons are required. This is to ensure consistency and continuity for the children, enabling them to access their number and phonics sessions in preparation for entry to Reception Class.

We accept children who are in receipt of their funding at the start of the term following their third birthday. We are also happy to accept privately funded children at the beginning of the half-term following their third birthday. (i.e. before their funding becomes available).

Over subscription criteria

If the demand for places exceeds those available, over subscription criteria will be used to allocate places. Each term will be treated as a new intake. Places will be allocated a half term before each new intake.

Autumn Term – September start, notified in June, Spring Term – January Term, notified in November, Summer Term- April Start, notified in March.

The following are the oversubscription criteria in order of how they are applied:

- *‘Children Looked after’ and previously *‘Children Looked after’;
- Children wishing to access their full 15 or 30 hour entitlement
- Date of application.
- Siblings, if the older sibling will still be on the roll at the school when the younger sibling starts in the Pre-School class;
- Children living nearest to the school measured by the shortest straight line distance.

*‘Looked after’ means all those currently in care or accommodated by a Local Authority under the terms of the Children Act 1989 and children who were previously in care or accommodated by a Local Authority but immediately after being looked after, became subject to an adoption, a child arrangements order or special guardianship order.

The sibling connection, as well as brother and sister will include half-siblings, adopted children, step siblings or a child of the parent/carers partner. They must also be living at the same home address.

Children who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.

Access to statutory education

Attendance at a Governor Led Pre-School does not give entitlement or greater priority for a reception place in the school providing the nursery provision, for the period of statutory education. Places in reception classes are allocated as per the admissions policy for the school, which is Worcestershire Local Authority Admission Policy.