

Sunning Hill Primary School



Nursery Admissions Policy

September 2025

Governing Body Review date: September 2026

Previous review date(s): February 2016, February 2017, February 2018, February 2019, and February 2020, May 2022, Sept 2024, September 2025

NURSERY POLICY

Rationale

At Sunning Hill we aim to offer outstanding nursery places to support the needs of the wider community.

Admission Criteria

The admission policy for nursery schools and classes is as follows:

The head teacher will allocate places in their nursery school/class as they become available, primarily on the age of the children. Head teachers may also take into account medical factors or serious social deprivation, which should normally be supported by independent evidence.

Two Year Old Unit

School has 20 morning and 20 afternoon places, this includes 30 hour places, which are allocated on a first come first served basis. Places are allocated as follows:-

1. To parents eligible for free economic provision, who have completed the eligibility check.
2. To eligible working parents, who have completed the eligibility check and obtained their 30 hour code.
3. Any remaining vacant places can be offered to working parents as a paid place.

School will ensure that places are available for pupils moving up to three's in September and January intakes.

Please note, places for children doing 15 hours in nursery two's will have a 15 hour place held in nursery three's. If they wish to change to a 30 hour place this will be allocated if there is availability, once the code has been received.

A change from a 15 to 30 hour place is not confirmed until you have received this in writing.

Three Year Old Unit.

School has 52 morning and 52 afternoon places. This includes twelve to twenty 30 hour places, on a first come first serviced basis. The number of places will be reviewed termly due to demand and staffing.

Places will be offered in birth date order, including 30 hour places where there is availability and parents have provided their eligibility code.

15 hour and 30 hour places will be held for two year olds moving up in September and January intakes.

Where the waiting list exceeds place availability for 30 hours, places will be offered to families whose children are already at Sunning Hill accessing 15 hours provision in the nursery and are eligible for 30 hours funding the following term.

NURSERY POLICY

Families of summer born pupils will have until the end of June to complete their eligibility check and provide the code. Providing they have notified the office in writing of their intention to change to 30 hours. This is to assist families whose children are born at the end of the summer term who would be last to receive their code.

Pupils with a place in any other Bolton Council nursery school/class will only be considered after all other places have been considered. Failure by parents/carers to reveal any other LA nursery placement for their child may result in a place being withdrawn.

Please note that it is not the policy of Children's Services to give preference for admission to reception classes to children attending a corresponding nursery for the following reasons:

- i. In many schools the number of children offered the benefit of nursery education is more than the intake of the infant school. It is felt, however, that nursery places should be provided for as many children as possible.
- ii. It is the policy of Children's Services that as nursery places are not available in all schools, nurseries should serve a wider area than the usual school intake area. This is particularly important where there are applications for nursery places from parents of children with social priority reasons.

Having a place in a nursery class does not influence admissions to the primary school it is attached to.