

Crosby Primary School
Nursery Admissions Policy Spring 2024
Next Review Spring 2025



All applications received will be considered in the light of this policy.

Procedure

1. Applications for September (of the academic year when a child will be 4) need to be completed before the 1st March via Crosby Nursery Application form, that can be found on the school website as a Google form, and returned to Crosby Primary School main office. All information given will be regarded as confidential, but will be made available to those considering the application.
2. Parents/carers will be informed if a place is available for their child by the 15th March.
3. After an offer has been made, a detailed admission form will need to be completed before the child starts attending the nursery.
4. The offer may include options for an extended free transition place (up to 15 hours a week) during the summer term for children who are 3 years old by 31st March (dependent upon availability).

Allocation of Nursery Places

Where Crosby Nursery has more applications than places the following factors will be taken into account in priority order.

1. Children for whom the school will receive EYFS funding.
2. Children who are due to start main school education the following September.
3. Children with an Education Health Care Plan.
4. Children who are “looked after” by the Local Authority.
5. Children who live in Crosby School’s catchment area.
6. Children who will have a sibling attending Crosby School at the time of admission to the nursery.
7. Children who live closest to Crosby Nursery as measured by shortest walkable route.
8. In exceptional circumstances, where families have the same distance measures, the place will be allocated by an independent person drawing lots.

If not all spaces are allocated, criteria 2-7 as above will be applied for children due to start main school education the next September. Children will be admitted to the Nursery no earlier than at the beginning of the term following their third birthday.

It is important to note that the allocation of place in our Nursery does not automatically guarantee a place in our Reception at Crosby Primary School.

If your child fails to attend nursery school for 20 days the school has the right to remove your child from role. The place may be offered to a child on our waiting list.

Monitoring and Review

This policy is monitored and reviewed by the governing body. Last reviewed Spring 2024.