



## Thornhill Primary School Nursery Admissions Policy

### Making an Application

Children are admitted to Thornhill Nursery at the start of the Autumn Term following their third birthday if places are available. Attendance will be on a full time or part time basis.

If you would like to visit our nursery, please call the main school office on 0207 607 4162 or email [thornhill@thornhill.islington.sch.uk](mailto:thornhill@thornhill.islington.sch.uk)

The school office will keep an application list of pupils seeking admission. Inclusion of a child's name on the list does not constitute a promise of a place. An application form for a nursery place should be completed by parents or carers and submitted to the office by the end of March for your child to start in the Autumn Term. Applications received after this date will be considered once the first application round is completed and places have been allocated.

If you wish to apply, please download and complete the Nursery Application Form and return it to the school office: <http://www.thornhill.islington.sch.uk/wp-content/uploads/2019/03/Nursery-Application-Form-NEW.pdf> We follow the Islington Early Years Admissions policy: <http://www.thornhill.islington.sch.uk/wp-content/uploads/2019/03/Islington-Early-Years-Admissions-Policy.pdf>

This is a school nursery class and as such operates during term times only. Children who attend the Nursery do not automatically receive a place in Reception. To apply for a Reception place, fill in an online application form at [www.islington.gov.uk/admissions](http://www.islington.gov.uk/admissions).

**Admissions to Reception are allocated by Islington LA.**

### Full time or Part Time

Attendance will be on a full time and part time basis:

► **Full time (30 hours):**

- Monday – Friday, 8:55am – 3:15pm

► **Part time (15 hours) either:**

- *Early Week*; Monday & Tuesday, 8:55am – 3:15pm + Wednesday, 8:55am – 11:55am
- *Late Week*; Wednesday, 12:15pm-3:15pm + Thursday & Friday, 8:55am – 3:15pm

All 3 to 4-year-olds in England can get 15 hours' free early education or childcare. Children can be admitted in the term after their third birthday:

- Birthday before 1 September – they can start in the autumn term
- Birthday before 1 January – they can start in the spring term
- Birthday before 1 April – they can start in the summer term

You may be able to get up to 30 hours' free childcare for your child. If you're eligible for the extra hours, you should sign up online to get a code to give to the school office to reserve your place.

You'll get the extra hours once the next term starts. You can get more information from contacting the school office or going to:

<https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>

### **Oversubscription to Nursery**

Where there are more applications than available places, the following Islington LA criteria will be used to decide which children are offered a place:

1. 'Looked after' children, adopted, subject to special guardianship or a residence order
2. Children 'at risk' (or the sibling of a child 'at risk') who are the subject of a child protection plan
3. Children deemed by the council to be 'in need'
4. Children with a sibling already attending Thornhill Primary School
5. Children who live nearest to this school calculated in a direct straight line from the child's permanent place of residence.

### **Informing Parents regarding applications**

You will receive a letter by the end of May letting you know if your application has been successful or not. Parents/carers will need to accept the place in writing by the deadline stated in the offer letter. If you do not reply by this date, your place will be offered to the next child on the list and you may re-join the waiting list as a late applicant.

If you have been unsuccessful, you will have the option of being placed on a waiting list.

Successful applicants will then be invited to bring their child to our Teddy Bears' Picnic event in the summer term to meet the nursery staff, their new class and to fill in the school admission forms. Parents/carers must bring their child's birth certificate/passport and recent proof of address (i.e. council tax, tenancy agreement) to the meeting.

Parents/carers will then receive a Nursery information pack and be offered a home visit where the Nursery staff meet you and your child in a familiar setting. We offer staggered starts at Thornhill, with only a few children starting on a particular day. This allows staff to spend time getting to know each new child, supporting them to feel happy, secure and settled. For more information, please see our Settling-In Policy.

Date created: January 2017

Last reviewed: March 2019

Next review: March 2020