



‘Broadening Horizons’

Admissions Policy for Nursery Classes

Policy Date:	1 st February, 2021	Version: 1.1		
Policy Review Date:	February 2024	Headteacher Debra Bailey	Signed	Insert Date
Ratified by Governing Body:				
Sue Welford (Chair of Governors)		Insert Signature	Insert Date	

1. Introduction

1.1 The Governing Body of Rushey Mead Primary School applies the regulations on admissions fairly and equally to all those who wish to attend this school. This policy conforms to the criteria for preference selection into the main school (Foundation Stage 2/Reception to Year 6, inclusive) as adopted by Leicester City Council.

2. Aims and Objectives

2.1 We are an inclusive school that welcomes children from all backgrounds and abilities.

2.2 All applications will be treated in a sensitive manner.

2.3 The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we enforce the procedure set out below under the heading of 'Preference Selection' in order to determine whether a child is accepted or not. It is our wish to allow parents/carers the right to have a place at the school of their choice. However, this is not always possible, due to the excess demand on the school places available.

2.4 The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school.

3.0 How Parents/Carers can apply for their Child to be admitted to our Foundation Stage 1/Nursery Classes

3.1 If parents/carers wish to apply for their child to be admitted to the Foundation Stage 1/Nursery classes, they should contact the school office directly and complete a form. Their child will then be placed on a waiting list.

3.2 Children enter the Foundation Stage 1/Nursery classes the term after their 3rd birthday at Rushey Mead Primary School. There are three admission dates per year: September, January and March/April (i.e. the start of each school term).

3.3 If we do not offer a child a place at Rushey Mead Primary School, it is because to do so would prejudice the education of other children by allowing the number of children in the nursery school to increase beyond capacity. In this case, a child will remain on the waiting list until a place becomes available (unless parents wish to remove their child's name from the waiting list).

4.0 Planned Admission Number for Admissions into the Foundation Stage 1/Nursery Classes

4.1 Rushey Mead Primary School has two Foundation Stage 1/Nursery Classes. One class operates in the morning and the other class in the afternoon. The planned admission number for each class is 26 based on 2 members of staff working in the class. This number takes into account the legal requirement of staff to pupil ratios, which is currently 1:13 when a qualified teacher is teaching the class. We review this number in line with any changes to national and Leicester City Council policies, and the Governors will change the number if circumstances require this.

5.0 Preference Selection

All preferences are processed equally, with the highest successful preference being offered.

Places will be offered to children who have a statement of Special Educational Needs which names the school as appropriate provision. Where there are more applications for places than there are places available, priority will be given in the following order:

- Criterion 1: Children in the care of the Local Authority and previously looked after children.
- Criterion 2: Children who are on the list of children subject to child protection plans and need to attend an alternative school to avoid the abuser.
- Criterion 3: Children who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school requested
- Criterion 4: Children who both live in the catchment area served by the school and have a sibling still attending the school at the time of their application and admission.
- Criterion 5: Other children living in the catchment area at the time of application and admission.
- Criterion 6: Children who do not live in the catchment area served by the school, but who have a sibling attending the school at the time of their admission.
- Criterion 7: Children of parents/carers fleeing domestic violence (subject to verification by a senior social worker) or current Leicester City Council procedures for housing re-allocation in case of recognised domestic violence.
- Criterion 8: Other children whose parents have requested a place, taking into account children living closest to the school being given higher preference.

For more information, please view the copy of the School Preference List published on Leicester City Council's website. The link to this document is:

<https://www.leicester.gov.uk/schools-and-learning/school-and-colleges/school-admissions/admissions-policy-and-arrangements/admission-criteria-for-infant-and-primary-schools-2021-22/>

