Boarshaw Community Primary School

Admissions Arrangements/ Policy

Updated July 2026

Reviewed	July 2026
Next review	July 2027
Staff responsibility	Jackie Harland
Linked policies	
Signed by Chair	
Date	

Admissions

With the agreement of the Governing Body of Boarshaw Community Primary School the admission policy of the Nursery is stated below.

As Nursery Schools do not have a defined catchment area, all parents are eligible to register their child's name after their third birthday.

All children will be considered fairly irrespective of gender, race or disability.

If there are more requests from parents than the number of places available then the following criteria will apply.

Boarshaw Nursery offers 26 Full Time (8.40am to 3.15pm) places.

Criteria for admission

1. Child has an Education Health Care Plan naming Boarshaw Primary Nursery, or is undergoing assessments for an Education Health Care Plan.
2. Children in the Care of the Local Authority or a child who was previously looked after or fostered under an arrangement made with the Local Authority.
3. Children who live in the school's catchment area, with brothers or sisters attending school at the time of application.
4. Other children who live in the catchment area (without brothers or sisters attending school at the time of application.
5. Children who live outside the school's catchment area but have brothers or sisters attending school.
6. Children of staff.
7. All other children.

Our school is fully inclusive and our policies promote equality of opportunity for all children. We are pleased to offer any disabled pupil or pupil with individual needs a place at Boarshaw Primary School Nursery provided that those needs can be successfully met and if the supporting agencies feel that it is an appropriate placement.

Emergency admissions will be considered if places are available and where requests are made from social workers, health visitors or other professionals involved with the family. Places will be given at the discretion of the Headteacher in consultation with Governors and may need to take priority.

Children are entitled to 15 hours free education. However, we at Boarshaw believe that attending for a full day benefits children greatly in terms of their personal, social and academic development. School meals can be provided at a cost of £2.95 per day, £14.75 per week. Alternatively packed lunches can be provided from home.
The Governing Board reserves the right to withdraw a place for poor attendance.

Procedure for Admission

1. An Application Form must be completed and proof of address submitted. Applications open at the end of October 2026. Application Forms can be collected from the school office.
2. Birth dates will be checked against the Birth Certificate. Applications will not be accepted unless proof of Date of Birth is provided.
3. Parents will be informed that they have a place after the Easter Holidays.
4. Parents are required to complete a Parental Agreement, which we send off to the Local Authority on your behalf. A member of the school office staff will be in contact following form submission. Forms are available from the school office.
5. Before starting at the nursery, all parents will be offered a short visit to the nursery and a home visit. They will also be invited to attend a short parent meeting to meet staff and get to know the school.
6. It is the parent's responsibility to register their child for a Reception school place to undertake statutory education. Reception applications commence the September prior to admission into Reception (start of Nursery year) information about applying for a reception place can be found on the school website. A place in the Nursery class does not guarantee a place in Reception.
7. Children will be eligible to enter the Reception class on 1st September after their 4th birthday.

Admission to Boarshaw Primary Reception to Year 6.

Admission to Boarshaw Primary is co ordinated by Rochdale LA.
Information about applications to Reception and In Year Transfers can be found at:

About applying for a reception place | Apply for a reception place at a primary school | Rochdale Borough Council

How to apply for a school place (in-year) | Rochdale Borough Council

Appeals.

Appeals regarding school places at Boarshaw Primary are co ordinated by Rochdale LA. Information about the appeal process can be found:

About making a primary school admission appeal | Primary school admission appeals | Rochdale Borough Council

This policy has been adopted for the Academic Year starting September 2026 and will be reviewed for Academic Year starting September 2027.

Signed…… Headteacher Date……

Signed…….. Chair of Governors Date……