



SOLIHULL MBC COLESHILL HEATH SCHOOL

NURSERY ADMISSIONS 2021 - 2022

Coleshill Heath School
Lime Grove
Chelmsley Wood
Birmingham
B37 7PY

Headteacher: Miss N Fowles
Deputy Headteacher: Miss C Budd
Tel: 0121 779 8070
office@chs.solihull.sch.uk



COLESHILL HEATH SCHOOL

ADMISSION TO NURSERY

AIMS

Our aims are:

- 1.1 To ensure access and entitlement to the benefits of high quality child-centred Nursery education on a fair and equitable basis, for children and families in our local community.
- 1.2 To establish an admissions policy governed by clearly defined criteria that may be articulated to parents and other professionals.
- 1.3 To help promote consistency of practice and procedure between Nursery classes in the Solihull Metropolitan Borough Council area.
- 1.4 To ensure, as far as possible, that all children who gain a place will fully benefit from their Nursery education with us, their needs being fully met, whilst we make the very best of our available resources.

Nursery provision is available for children aged 2 to 3, and 3 to 4 at Coleshill Heath School.

Our academic year runs in three terms:

- September to December (Autumn Term)
- January to April (Spring Term)
- April to July (Summer Term)

Nursery provision can begin at Coleshill Heath School the term after children turn 2 years old. We admit children at the beginning of each term in September, January and April.

- a child whose birthday is between 01 April and 31 August can access their place from the following September term
- a child whose birthday is between 01 September and 31 December can access their place from the following January term
- a child whose birthday is between 01 January and 31 March can access their place from the following April term

Children who turn 2 or 3 in the Autumn term could therefore access our Nursery provision for up to 5 terms before they go into the Reception year (Spring and Summer term followed by another academic year.)

Our 2 year olds

Some 2 year olds are eligible for 15 hours of funding through the Government, you can check the link below to find out if you are eligible and to apply:

<https://www.solihull.gov.uk/children-and-family-support/earlyeducation2yearolds>

Our 15 hours Nursery provision for 2 year olds runs over 2 sessions:

Option 1: Mornings: 8.30am – 11.30am

Option 2: Afternoons: 12.00pm – 3.00pm

15 hours options for 2 year olds	
OPTION 1: 5 x AM sessions per week (3 hours)	OPTION 2: 5 x PM sessions per week (3 hours)
Monday: 8.30am – 11.30am Tuesday: 8.30am – 11.30am Wednesday: 8.30am – 11.30am Thursday: 8.30am – 11.30am Friday: 8.30am – 11.30am	Monday: 12:00 – 3:00pm Tuesday: 12:00 – 3:00pm Wednesday: 12:00 – 3:00pm Thursday: 12:00 – 3:00pm Friday: 12:00 – 3:00pm

Children can attend up to 5 morning sessions **or** 5 afternoon sessions per week.

If you require more than 15 hours of early education, you can pay top-up fees to access more hours of provision. (More details on fees per session available below)

Up to 30 hours and extended wraparound provision for 2 year olds	
15 hours funded + paid top up fees (up to 30 hours)	15 hours funded + paid top up fees for extended wrap-around provision
Monday 9:00am – 3:00pm Tuesday 9:00am – 3:00pm Wednesday 9:00am – 3:00pm Thursday 9:00am – 3:00pm Friday 9:00am – 3:00pm	Monday 8:00am – 5:00pm Tuesday 8:00am – 5:00pm Wednesday 8:00am – 5:00pm Thursday 8:00am – 5:00pm Friday 8:00am – 5:00pm

- Children will need to bring a packed lunch with them if they attend a full day, school meals are not currently available for 2 year olds.
- Healthy fruit snacks will be available during all sessions.
- Parents need to make sure that they provide enough nappies and spare clothes in order to change children throughout the day.

Our 3 year olds

Children can also be admitted to our Nursery in the term after they become 3 years old. We admit children who have turned 3 at the beginning of each academic term in September, January and April.

All 3 to 4 year old children are eligible for 15 hours of early education per week, which is normally taken as 3 hours a day, morning or afternoon as follows:

Option 1: 5 x Mornings: 8.30am – 11.30am

Option 2: 5 x Afternoons: 12.30pm – 3.30pm

Children can attend up to 5 morning sessions **or** 5 afternoon sessions per week (Option 1 and 2).

For those who require children to attend Nursery for full days, the 15 hours can be used over 2 and a half days per week (Option 3 and 4).

15 hours provision options for 3 year olds
OPTION 1 (Room A) 5 x AM sessions per week (3 hours)
Monday: 8:30am – 11:30am Tuesday: 8:30am – 11:30am Wednesday: 8:30am – 11:30am Thursday: 8:30am – 11:30am Friday: 8:30am – 11:30am
<i>From January 2022</i> OPTION 2 (Room A) 5 x PM sessions per week
Monday: 12:00pm – 3:00pm Tuesday: 12:00pm – 3:00pm Wednesday: 12:00pm – 3:00pm Thursday: 12:00pm – 3:00pm Friday: 12:00pm – 3:00pm

Some 3 year olds are eligible for 30 hours of free childcare/ early education, you can check the link below to see if you meet this criteria:

<https://www.gov.uk/apply-30-hours-free-tax-free-childcare>

If you require 30 hours of Nursery provision but do not meet the criteria for funding, you can pay top-up fees (in addition to your 15 hours of funding) to access longer provision to suit your needs across the week.

If 30 hours is still not enough for your childcare needs, or you need more hours than you are entitled to, this can be further topped up by our wrap-around service which entails certain fees.

Up to 30 hours and extended provision options for 3 year olds (Room B)		
30 hours funded	15 hours funded + paid top up fees (up to 30 hours)	15 hours funded + paid top up fees for extended wrap-around provision
Monday 9:00am – 3:00pm Tuesday 9:00am – 3:00pm Wednesday 9:00am – 3:00pm Thursday 9:00am – 3:00pm Friday 9:00am – 3:00pm	Monday 9:00am – 3:00pm Tuesday 9:00am – 3:00pm Wednesday 9:00am – 3:00pm Thursday 9:00am – 3:00pm Friday 9:00am – 3:00pm	Monday 8:00am – 5:00pm Tuesday 8:00am – 5:00pm Wednesday 8:00am – 5:00pm Thursday 8:00am – 5:00pm Friday 8:00am – 5:00pm

- Healthy fruit snacks and milk are available throughout all sessions.
- When attending full days, children need to bring a packed lunch with them, or a school dinner can be purchased for £2.20p per day.
- Nappies (if required) and spare clothes must be provided by parents.

Fees

Details of the fees for extra hours depending on provision needs can be found on our admissions page:

[Admission Arrangements | Coleshill Heath School \(chs.solihull.sch.uk\)](https://chs.solihull.sch.uk)

Fees must be paid a week in advance using our school system, Iconnect. Failing to make payments will mean you will lose your child's place at the Nursery.

Over-subscription criteria

We try our best to meet parents' request, however sometimes there may be more applications for a particular intake than there are places. If this happens we will use the over-subscription criteria to decide who is offered a place.

Priority 1	Looked after children or children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
Priority 2	Children who will have an older brother or sister attending the school at the same time. (See notes for definition of a sibling)
Priority 3	Children living in the catchment area of the school (catchment areas can be seen on the council's online maps link)
Priority 4	Children belonging to permanent members of staff at the school who require early education spaces to work
Priority 5	Children living outside the catchment area based on their distance from home to school measured using the council's online maps

If our Nursery is full at the time of application, children can be put on a waiting list, and the parents will be contacted as soon as a place becomes available.

How to apply

You can visit our admissions page for more information on how to apply to Coleshill Heath School at:

<https://www.chs.solihull.sch.uk/key-information/admission-arrangements>

You can complete the application form found on the admissions page or contact the school directly for an application form, which you should fill in and return to us by the closing date/s stated below.

Applications dates for 2 and 3 year old provision by term:

Term applying for	Application closing date	Offer date	Accept by	Start date
Autumn 2021-2022	17th May 2021	7 th June 2021	21 st June 2021	2 nd September 2021
Spring 2021-2022	1 st November 2021	15 th November 2021	29 th November 2021	4 th January 2022
Summer 2021-2022	1 st March 2022	15 th March 2022	29 th March 2022	25 th April 2022

Outcome

Parents will be notified of the outcome of their application within 2 weeks after the closing date by letter and email.

Accepting your place

Parents will have to accept the place within 2 weeks of the offer by returning the slip attached to the letter or by emailing the school office. Places that have not been accepted will be offered to the next child on the list.

Please be aware that start dates may be staggered across the first 2 weeks of term to allow children to have a 'settling in period'. This may include reduced hours/days to support your child to adapt to their new environment and key person.

Notes

1. Attendance at the nursery will not guarantee admission to our reception class or give any advantage to your child's application for reception. Parents must apply for a reception place through their home local authority.
2. Definition of a sibling
A brother or sister must live at the same address and could be:
 - a brother or sister sharing the same parents;
 - a half-brother or half-sister, where two children share one parent;
 - a stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
 - the separate children of couples who live together; or
 - an adopted or fostered brother or sister.
3. The home address is the place where the child is permanently resident with his or her parents. When a child lives between two addresses we will use the address of the parent who is in receipt of Child Benefit
4. If we cannot distinguish between two applicants because the criterion and distance is the same, for example, children in the same block of flats then the child or children who will be offered will be randomly selected by drawing lots.
5. Unsuccessful applicants will be placed on a waiting list in priority order according to the oversubscription criteria. If a place becomes available the child at the top of the list will be offered the place.
6. There is no statutory right of appeal for admission to a nursery setting. Any disputes over the administration of the policy will be dealt with by the school's complaints procedure.