



## MIDDLETON PARISH CHURCH SCHOOL

### ADMISSIONS POLICY

Nursery/Foundation Stage 1 - SEPTEMBER 2023

*'Excellence, Truth & Grace'*

#### **Method of allocating places**

The Governing Body has determined that there will be one intake for the whole of the school year. This means that all children, whether summer or winter born, start Foundation Stage 1 (FS1) in September.

There are 26 places available in each of the am and pm sessions for September 2023 within a 15 hour per week entitlement. Of those part time places 10 in each session will be reserved for those entitled to a 30-hour week. If the number of applicants does not exceed this number, the School Governors will admit all applicants. The Governors will also endeavour to admit more than the reserved ten 30-hour places if required.

The Governing Body will make every effort to offer children the opportunity to take up more of their flexible entitlement by booking extra sessions.

If there are vacant sessions after places have been allocated within the 15- and 30-hour entitlements, parents can request additional session for their child. These sessions will incur an additional cost.

The Governors have determined that if the demand for places at Middleton Parish Church School FS1 exceeds the number of places available (see above), priority will be given to the categories listed below, in the priority order shown.

If you feel any of the categories apply to your child's circumstances, ***please put this on the application form***, and if necessary, ask your health visitor, social worker or doctor to write to the school to support your view. Any information given will be treated in confidence by the school.

#### **Priority One**

**Children who are looked after by the Local Authority/Children who have medical or social needs:**

Priority for admission will be given to any child where there is evidence of that child having a medical or psychological difficulty which is likely to affect his or her learning, providing the nursery is able to support the child's particular needs. There must be written supporting evidence either from the Consultant Community Paediatrician, the Clinical Psychologist or the Educational Psychology Service.

#### **Priority Two**

Any child who has a sibling attending Middleton Parish Church School in Years R-Y5. Siblings include step, half, foster and adopted brothers or sisters living at the same address and full brother or sister living apart.

#### **Priority Three**

Children who are regular attendees at any of the Christian Churches within the parish of the joint benefice of St Leonard's and St John's Thornham.

Regular attendance is normally taken to mean a minimum of fortnightly attendance at church at public worship for at least the year prior to 1<sup>st</sup> September in the year before admission to the school. Evidence of infant baptism or dedication of the child and of regular attendance of

parent(s)/guardian(s) must be provided by a member of the clergy or other designated church officer on the form provided.

**Priority Four**

Children who live within the Parish of St Leonard's and St John's Thornham.

**Priority Five – Remaining Places**

After the above priority cases, if there are still vacancies, other children whose parents have applied for places at Middleton Parish Church School FS1 will be allocated places by proximity of the child's home to the school (measured using LA software which is also used for Reception Admissions), with those living nearer being accorded the higher priority until the nursery places are all allocated.

**Admission to Middleton Parish Church School Foundation Stage 1 Class does not guarantee admission to our Reception (FS2) class.**

Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible for a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place.

**Appeals.** Parents do not have the right to appeal the decision made on Foundation Stage 1 (Nursery) applications.

**Application for a FS1 (NURSERY) place at Middleton Parish Church School from Sept 2023**  
**This application form must be returned to the school by end January 23. You will be notified in due course if a place has been allocated for your child.**

**Please complete this form in full and enclose your child's birth certificate and some means of checking your child's address (e.g. Child Benefit confirmation letter), which will be returned to you. THIS DOCUMENTATION IS CRUCIAL TO YOUR APPLICATION.**

**Child's Name: Surname..... Forename(s).....**

**Date of Birth: ..... Boy or Girl: .....**

*This should be between 1.9.19 and 31.8.20*

**Address (at the time of application)**

.....  
.....  
.....

**Post Code.....**

**E Mail Address .....**

**Telephone**

**Day: .....**

**Evening: .....**

**N.B.** The address you give **MUST** be the address at which the child normally resides. It cannot be the address of your child-minder, friend or a relative.

All addresses will be checked by the school.

---

**School use only:**

S Thomas  
September 2022

Birth Certificate seen by ..... Date.....

DATE APPLICATION CHECKED BY OFFICE .....

Please state Nursery preference here by ticking the appropriate box.

Type of Place	Tick Here																					
I would like a full time (30 hour) place. I believe I qualify for funding		I understand I <b>cannot</b> register on line on the address below until <b>3<sup>rd</sup> July 23</b> but once I have registered on this date I will inform the school of my code if I am eligible.** <a href="https://www.childcarechoices.gov.uk/">https://www.childcarechoices.gov.uk/</a>																				
I would like a full time (30 hour) place. I won't qualify for funding so will be paying <b>£15 a session (£75 per week)</b>																						
I would like a morning place only (8.45am-11.45am)																						
I would like an afternoon place only (12.20pm – 3.20pm)																						
I would like: more than 15 hours but less than 30 hours. Charges applied at <b>£15 per session</b> if you DO NOT qualify for 30 hour funding** Each session is 3 hours. Please state your requirements below. <table border="1" data-bbox="256 1234 635 1585"> <tbody> <tr><td>Monday: am</td><td></td></tr> <tr><td>Monday: pm</td><td></td></tr> <tr><td>Tuesday: am</td><td></td></tr> <tr><td>Tuesday: pm</td><td></td></tr> <tr><td>Wednesday: am</td><td></td></tr> <tr><td>Wednesday: pm</td><td></td></tr> <tr><td>Thursday: am</td><td></td></tr> <tr><td>Thursday: pm</td><td></td></tr> <tr><td>Friday: am</td><td></td></tr> <tr><td>Friday: pm</td><td></td></tr> </tbody> </table>	Monday: am		Monday: pm		Tuesday: am		Tuesday: pm		Wednesday: am		Wednesday: pm		Thursday: am		Thursday: pm		Friday: am		Friday: pm			Please note – flexible hours will only be offered if morning or afternoon places are vacant.
Monday: am																						
Monday: pm																						
Tuesday: am																						
Tuesday: pm																						
Wednesday: am																						
Wednesday: pm																						
Thursday: am																						
Thursday: pm																						
Friday: am																						
Friday: pm																						

**\*\*30 Hour funding:**

**PLEASE NOTE THE CODE WILL CHANGE EVERY 3 MONTHS AND YOU WILL HAVE TO RECONFIRM AGAIN BY 31<sup>ST</sup> AUGUST 2023 TO ENSURE THAT YOU ARE STILL ELIGIBLE BEFORE YOUR CHILD STARTS NURSERY IN SEPTEMBER 23. YOU WILL BE NOTIFIED BY CHILD CARE CHOICES BY EMAIL OR TEXT TO DO THIS TASK.**

**I AGREE THAT AS A PARENT/CARER I AM RESPONSIBLE TO REACTIVATE THE CODE EVERY 3 MONTHS AND PROVIDE THE INFORMATION TO THE SCHOOL.**

**IF THE PARENT DOES NOT PROVIDE THIS INFORMATION TO THE SCHOOL AN APPLICABLE CHARGE WILL BE RAISED.**

Signed by Parent: ..... Date: .....

---

Does your child come under any of the priorities listed in the admission policy that make it additionally important to have a FS1 place at this school? **YES / NO**  
(Please note that you must produce evidence as listed previously in order for the governors to consider your child as a priority.)

If YES, my child comes under priority ..... for the following reason(s):

.....  
.....

You can also provide further information if you wish by enclosing a note with this form. If the necessary supporting information is NOT supplied with this application form, normally the school will disregard priority claims.

---

If you already have children attending Middleton Parish Church School, (not FS1) please give their names and the year group they are in at the time of application:

.....  
.....  
.....  
.....

---

I have read and understood the information supplied by Middleton Parish Church School on applying for a place at the school for my child. I undertake to notify the school in writing if any significant information changes, particularly my child's home address. I certify that the information I give above is true.

**Please sign and provide details as appropriate**

Parent/Guardian (1) Name: .....

National Insurance number: ..... Date of Birth: .....

Parent/Guardian (2) Name: .....

National Insurance number: ..... Date of Birth: .....

Email Parent/Guardian 1.....

E Mail Parent/Guardian 2.....