



**MOOR PARK
PRIMARY SCHOOL
AND NURSERY**

NURSERY ADMISSIONS POLICY

2025 - 26

Policy	Nursery Admissions Policy
Reviewed by	Faye Haslam
Date	September 2025
Approval level	Head of School
Adopted	2 September 2025
Next review due	July 2026

Moor Park Primary School – Admissions Policy for Nursery only

(For school admissions please see separate policy)

Moor Park Primary School Nursery is a 52 place nursery for children aged 3 and 4 years.

The numbers and ages of children admitted to the nursery comply with the legal space requirements set out in the Early Years Foundation Stage (EYFS). When considering admissions we are mindful of staff, child ratios and facilities available.

Moor Park Primary School and Nursery administer admissions on behalf of Synergy Education Trust of which we are a part. In the case of over subscription we will use the following admission criteria in the order of priority;

1. Looked after children

A looked after child is a child who is in the care of a local authority or provided with accommodation by that Authority, as defined in Section 22 of the Children Act 1989, at the time of application and allocation.

Under legislation, children who leave public care through adoption, a residence order or special guardianship order, will continue to be given the same priority although they are no longer looked after by the state.

Also, children who were previously in state care outside of England and have ceased to be in state care as they have been adopted. These are children who were looked after outside of England by a public authority, a religious group or another provider of care whose sole purpose is to benefit society. Parents and carers will be expected to provide evidence of previous looked after status.

2. Medical/Social/Welfare reasons

Children for whom the Local Authority accepts that there are exceptional medical, social or welfare reasons associated with the child and/or family which are directly relevant to the nursery concerned. Only exceptional reasons which are directly relevant to a particular nursery will be considered.

3. Siblings

Priority will be given to brothers and sisters of children already attending the school at the time of application, and who will be still attending when the school or academy admit the younger child.

This includes full brothers and sisters, half brothers and sisters, stepbrothers and sisters and adopted and foster brothers and sisters who are living within the same family at the same address.

Full brothers and sisters who do not live at the same address will still be given priority as siblings. Half, step, adopted and foster brothers and sisters who do not live at the same address will not be classed as siblings.

4. Distance

The Local Authority determines the distance from the applicant's home address to the school with the nearest to a preferred nursery having priority for a place. We measure the distance between the applicant's home and nursery as a straight line. Distances are measured using the Local Authority's geographic information system.

A child requiring a full-time place may have preference over one requiring a part-time place. We operate a waiting list and places are offered on an availability basis.

We operate an Equality, Diversity and Inclusion Policy (available on our website) and ensure that all children have access to nursery places irrespective of their gender, race, disability, religion or belief or sexual orientation of parents.

Prior to a child attending nursery, parents must complete appropriate registration forms. These forms provide the nursery with personal details relating to the child and will include name, date of birth, address, emergency contact details, parental responsibilities, dietary requirements, collection arrangements, contact details for parents, doctors contact details, allergies, vaccinations, parental consents. A copy of the child's birth certificate or passport but also be provided.

Providers eligible to provide government funded places for early education

Providers eligible to provide government funded places for early education All settings registered to accept government funding must offer free places under the 30 hours roll out scheme for working parents and the free entitlement of 15 hours to those families eligible. At Moor Park Primary School and Nursery we support and offer places under both government schemes. These places will be allocated on a first-come, first-served basis and can be booked in advance. Please note for admissions for the free nursery education we have a termly intake, beginning the term following your child's third birthday.

All funded sessions are now in line with the flexible arrangement as specified by the Government. When you register your child for their funded place we will discuss you and your child's needs and, as far as possible with availability and staffing arrangements, we will accommodate your wishes. We reserve the right to limit and/or have specific funded sessions, according to our business requirements.