



Admissions Policy

Policy Ratified: Autumn 2024

To be reviewed: Autumn 2025

**Hitchin Partnership Admission Information for Local Authority Nursery Schools and
Nursery Classes 2024/2025**

Nursery settings operate their own admission process.

Local authority nursery schools and classes within Hitchin form part of the Hitchin Partnership. In order to provide consistency and simplify the process for parents, the partnership has agreed a timeline for admissions and a set of over subscription criteria.

Hitchin Partnership Timeline for Maintained Nursery Schools and Nursery Classes 2023/2024

Autumn 2024	Hitchin maintained nursery schools and nursery classes will make nursery admission information available on their websites
Wednesday 29th January 2025	Applications open via school's websites for Hitchin maintained nursery schools and nursery classes (online applications preferred)
Friday 7th March 2025	Applications close for Hitchin maintained nursery schools and nursery classes
Wednesday 26th March 2025	Offers made to parents (via the same method as application was made)
Tuesday 22nd April 2025	Deadline for parents to accept/reject places. Continued interest offers will be made after this date.

Children will be offered a nursery place to start in the Autumn term of the academic year they turn 4 (falling between 1st September to 31st August). At Strathmore Infant and Nursery we have 26 nursery places.

We are opening our setting in September 2025 to become a 30 hours nursery provision. We are offering the following sessions:

All day: 8.45am – 3.15pm plus half an hour paid lunch

Mornings only: 8.45am – 11.45am

Afternoons only: 12.15pm – 3.15pm

Please see www.childcarechoices.gov.uk to explore your 30 hour eligibility (this will need to be rechecked nearer to admission). Please note these spaces are limited and only those who are eligible for a 30 hour funded place can be considered.

We hold Nursery tours for parents in the Spring term and children are invited to visit before they start.

The nursery is an integral part of the school. A separate application is needed from Nursery to main school.

Should there be more applications than places, an agreed over subscription criteria will be followed. Please see below for the over subscription criteria. If an application is unsuccessful, you may request to go onto the nursery's continuing interest list and as a space arises, the criteria will be applied again.

Hitchin Partnership Over Subscription Criteria for Maintained Nursery Schools and Classes for the School Year 2024/2025

Children with a Statement of Special Educational Needs which names the school will be allocated a place in accordance with section 324 of the Education Act 1996. Schools will also admit children with an EHC (Education, Health and Care) Plan that names the school.

Parents may state their preference as to which nursery class, school or centre they would like their child to attend in the years leading up to the child's fourth birthday. However, if there are not enough places available, places will be allocated in the following order of priority:

- a) Children looked after and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order).
- b) A child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.
- c) Other applicants where the following criteria are considered to determine priorities:
 - 1) Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.
 - 2) Children who have a sibling at the school (including, if an infant school, a sibling at the link junior school) at the time of application, unless the sibling is in the last year of the normal age range of the school. Note: the 'normal age range' is the designated range for which the school provides.
 - 3) Any other children.

Proof of documentation to support any of the criteria above will be required.

If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. If more children qualify under criterion 2 than there are places available, priority will be given to those who live nearest to the nursery as measured using Google maps straight line distance to the front entrance of the school. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

Primary Admissions (Reception and Year 3)

Primary School admissions are managed by Hertfordshire County Council (HCC) and the online application process opens on 1st November 2024 until 15th January 2025.

More information on applying for a school place within Hertfordshire can be found at the HCC website by [clicking here](#).

All Reception children are allocated a full-time place from the beginning of the academic year in which they turn 5 (falling between 1st September and 31st August).

Information and visits are held the term before the children start. Children have a gradual start to include a small class visit, followed by a full morning and lunch visit and then they are expected to attend full days. We aim to have all children in full time school as quickly as possible.

If you are applying for a Year 3 place, the process and deadlines are the same. Our local feeder school, Wilshere-Dacre, has further information on their website <https://www.wilshere.herts.sch.uk/admissions/> for those parents with children in Year 2.

In Year Admissions

If you have moved or you want your child to go to a different school, you can apply to change school during the school year. This is called an "in year admission".

All in year admissions from Reception to Year 2 at Strathmore are dealt with by Hertfordshire County Council. Please [click here](#) for more information. Once your child has been allocated a place, you will be invited to visit the school prior to starting.

In year Nursery admissions are handled by the school. Please contact the school office for availability and information.