



Thornton in Craven Community Nursery and Primary School Admissions Policy

Date: September 2025



Last reviewed: September 2025

Review date: September 2026

Aims

- To provide the best nursery education for as many eligible children as possible with priority being given to families entitled to 15 hours or 30 hours of Nursery education.
- To ensure that the admissions policy is equitable and fair and benefits the maximum number of local children.
- To ensure that the admission of pupils to nursery enables staff to maintain the balance and smooth running of the nursery and the provision of the full curriculum over five days.
- To provide parents with greater accessibility and flexibility by offering additional sessions (including lunch sessions) if places are available.

Criteria for Admissions to Thornton-in-Craven Community Nursery School

1. Looked after children and all previously looked after children for whom the school has been expressed as a preference.

This applies to all looked-after children, including those who are in the care of another local authority or being provided with accommodation by a local authority in the exercise of their social services function at the time of making an application.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order. In the case of previously looked after children, a copy of the relevant documentation will be required in support of the application. This includes children who were adopted under the Adoption Act 1976 and children who were adopted under the Adopted & Children's Act 2002. Child Arrangements Orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a Child Arrangements Order.

2. Children the authority considers have special social or medical reasons for admission.

We will only consider applications on social or medical grounds if they are supported by a professional recommendation from a doctor, social worker, or other appropriate professional. The supporting evidence should set out the particular social or medical reason(s) why the school in question is the most suitable school and the difficulties that would be caused if the child had to attend another school. Panels of professionally qualified people will consider all applications made under priority group 2.

3. Children living within the normal area of the school.

If the nursery is oversubscribed, priority will be given to a sibling of a pupil at the school in the September of the younger sibling's entry, and then to those living nearest the school.

In all cases, "sibling" refers to brother or sister, half-brother or half-sister, step brother or step sister, or the child of a parent / carer's partner, where the child for the school places sought is living at the same family unit and at the same address as the "sibling".

4. Children living outside the normal area of the school.

If a school is oversubscribed, priority will be given to a sibling of a pupil at the school in the September of the younger sibling's entry, and then to those living nearest the school.

In all cases, "sibling" refers to brother or sister, half-brother or half-sister, stepbrother or step sister, or the child of a parent / carer's partner, where the child for the school places sought is living at the same family unit and at the same address as the "sibling".

Thornton-in-Craven Community Primary and Nursery School will offer:

- Each child is offered either 15 or 30 hours (depending on places available) of funded education 5 days per week (term-time only). Sessions are allocated in 3 hour slots (for the 15 hour entitlement) with a minimum of 3 sessions required each week. For 30 hour places, children are required to attend for a minimum of 5 sessions (ie 2 ½ days).
- 15 hours are offered 2.5 days at the beginning or end of the week. This is flexible, so if parents prefer half days then this may be accommodated dependent of spaces.
- 30 hours are offered over 5x 6 hours days or 4 x 7.5 hour days = 30 hours (if places are available).
- A place at nursery the term after their third birthday.

Further Information

- Daily morning sessions run from 9:00am-12:00pm and afternoon sessions from 12:30pm-3:30pm. Lunchtime sessions are charged at £3.95 per session including lunch. If you think your child may be eligible for Early Years Pupil Premium to cover this lunchtime charge, please speak to a member of staff.
- We acknowledge that some parents may wish to use their 15 or 30 hour education entitlement across two providers and therefore not take their full 15 or 30 hours at Thornton-in-Craven Nursery School.
- It may not always be possible to offer children starting nursery their full 30 hour entitlement due to the pressure of numbers and space.
- Although we do our best to ensure every child receives their requested hours, these sessions cannot be guaranteed. You will be notified of your allocation the half-term before your child is due to start nursery.
- Parents/Carers have a choice whether they accept the place they are offered.
- INSET Days are classed as a normal school day, i.e. if an INSET Day falls on your child's normal day, alternative arrangements will need to be organised for that day.
- To check whether your child is eligible for 15 or 30 hours childcare please visit <https://www.childcarechoices.gov.uk/>

How to Apply for a Place

Parents/Carers can ring, come into school or access our application form on our website www.thorntonincravenprimary.org.uk. Once the form is completed please return this to us as soon as possible. Forms can be emailed to admin@thornton-in-craven.n-yorks.sch.uk

Waiting List

Parents are encouraged to put their child's name down for nursery as soon as possible. This helps nursery to predict and therefore plan for different cohort sizes. There is no guarantee of a place because demand for places may fluctuate. Priority will given as per the admissions criteria. Each year there will be an allocation date – for this year the allocation date is Friday 21st June 2019 and any

remaining spaces after that date will be filled on a first come first served basis. A waiting list will only be required if all 10 nursery spaces are filled.

Place Allocation

Parents/Carers will be contacted and places will be allocated the half-term before their child starts nursery.

If there is no place available for a child who is eligible for nursery funding, Nursery will write to the parents/carers informing them of this and offering them a future date when their child will be offered a place.

Early Years Pupil Premium

Since April 2015, we have been able to claim extra Government Funding for some of our children known as Early Years Pupil Premium.

We currently use this funding to provide extra staffing, training, resources and additional free sessions, breakfast and lunchtimes (see EYPP report on the school website for further information).

All parents will be asked to complete an Early Years Pupil Premium eligibility form as part of their child's admission pack. Children who are eligible for Early Years Pupil Premium will be offered additional support.

The Governors have the final say on all admissions.