



Barley Mow Primary School **Nursery Admissions Policy**

All children are entitled to 15 hours of free provision provided over 38 weeks (universal entitlement). From September 2017 some children are entitled to an additional 15 hours (extended entitlement).

In this school we offer the following patterns of provision:

Universal entitlement:

- 5 mornings a week 8:50am-12am
- 5 afternoons per week 12:15pm-3:20pm

Extended entitlement (a limited number of places):

- 8:50 am until 3:20 pm 5 days per week.

Please note parents/ carers will be allocated 30-hour places based on a self-declaration that their child will be eligible at the time of their taking up a place. Parents/ carers must submit a valid voucher code to the school office prior to the end of the term before their child is due to start nursery (e.g., in July for a September start). More information about eligibility criteria can be found at www.childcarechoices.gov.uk.

Admission criteria

All children, subject to the availability of places, will normally be admitted to the nursery class as soon as practicably possible after their third birthday.

However, we may need to delay your child's start beyond the relevant term in circumstances where the school has induction procedures to follow to enable your child to be successfully integrated with others and get used to school life. This is decided in consultation with the Head Teacher. Your child may not receive their full free entitlement in these circumstances.

Oversubscription Criteria

If there are not enough places available for all applicants, we will apply the criteria which are ranked in priority order below.

- Children who will become four years of age during 2025-26 academic year and would only have the benefit from three terms of Nursery education.

The allocation of places within this group of children will then be based on the priorities listed below.

1. Looked After Children (children in public care and as deemed under Section 22 of the Children Act 1989)
2. Children who will access either their full universal entitlement or full extended entitlement within this nursery.
3. Children who live in the school's catchment area, as defined by Gateshead Council and available to view on the Council website.
4. Children who have a brother or sister at the school during the coming academic year.
5. Children who have exceptional medical or social grounds (See point A below)
6. Other children who live in Gateshead.
7. Children who live outside Gateshead, but only if places are otherwise likely to remain available during the academic year.

If there are not enough applicants within this older group of children to fill all available places, then we will next consider those younger children who will reach the age of three during the academic year 2025-26

Point A

We can consider exceptional individual applications, particularly in cases involving medical or social needs. If you wish to apply on medical or social grounds you must provide written evidence from relevant registered health professionals i.e. a doctor or social worker. The evidence must demonstrate why the chosen school is more appropriate and what difficulties would be caused if your child were to travel to and attend alternative schools. We will not consider such applications if the relevant professional evidence is not provided. This evidence will be assessed by a panel of Governors and the Head Teacher. No assumption should be made that submission of the relevant evidence will, in itself, be sufficient to allocate a place.

Priority will then be given to these children who will become three during the autumn term (applying priorities 1-3 above, where the term 4 year old in priority 3 is replaced with 3 year old) then the spring term (applying priorities 1-3 above, where the term 4 year old in priority, 3 is replaced with 3 year old), and then in the summer term (applying priorities 1-3 above, where the term 4 year old in priority, 3 is replaced with 3 year old). Places can only be offered to these younger children if we can confirm that a place is not needed for a child who will become four years of age during the 2023-2024 academic year.

Tie Breaker

If within any of the above priorities there are more applicants than places available then priority will be given to those children based on the distance they live from the school measured as the crow flies i.e. in a straight line from the centre of the home residence to the main entrance of the school. Children living nearest the school will have priority.

Address

For the purposes of deciding whether a child lives in the catchment area of a school we will use the parent or legal guardian's address or the address of a relevant adult who has parental responsibility (as defined under the 1989 Children Act) for the child.

Waiting list

If places then become available we will consider all the applications on a waiting list. The waiting list will be maintained by the Head Teacher from the start of the academic year and be kept for the rest of the academic year. All applicants on the waiting list will be placed according to the admission criteria and priorities set out above. The length of time a child has been on the waiting list cannot be taken into account if places become available. If you apply late, your child's name may be added to the list by using the priority order described above.

Closing Date

To apply for a place in our nursery class for September 2026, you must complete and return your application to school by 10th November 2025.

Allocation of places will be made on the basis of information received by the closing date.

Any applications received after this date will be considered should places be available.

Complaints

If you feel that the admissions criteria stated above have not been fairly applied to your child then you may register a complaint with the Governing Body using their normal complaints procedure.

Review

This policy will be reviewed annually by the Governing Body

Reviewed: September 2025