



## **Cheadle Hulme Nursery Admissions Policy**

This Admissions Policy is in place to ensure parents/carers and staff understand the process for the allocation of places at Cheadle Hulme Nursery (CHN). The Laurus Trust is the Admissions Authority for places at Cheadle Hulme Nursery. The total number of full-time equivalent places available at CHN is 24.

At CHN we offer full and part time childcare provision and will where possible, accommodate parental requests for additional sessions. CHN is registered to care for children by Ofsted, under the Early Years Welfare Requirements.

### **Applications**

CHN offers places for children aged 3 years and over. Funded places should be applied for directly to Stockport Metropolitan Borough Council at:

<https://www.stockport.gov.uk/topic/nursery-and-school-admissions>

From September 2017, a new entitlement to 30 hours free childcare will be available to eligible parents. This funding is intended to support working parents with the cost of childcare and enable parents, where they wish, to return to work or to work additional hours.

To find out more visit: <https://www.stockport.gov.uk/free-30hrs-childcare>

### **Oversubscription Criteria for Funded Places**

- Applications for the main September intake can be made between August and March in the previous academic year.
- Applications for an intake in January can be made between August and 31<sup>st</sup> October of the same academic year.
- Applications for an intake in April can be made between August and 15<sup>th</sup> February of the same academic year.

Where there are more applications for a nursery place than there are places available, this over subscription criteria will be used to determine which children can be offered places. Each application can fall into 1 category only.

If there are more applications than places available in any one category then places are allocated to those living closest to the nursery, using a straight-line measurement.

After placement of pupils who have a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) which names the nursery, places will be allocated in the following order up to the Published Admission Number\* (PAN) of the nursery:

**NB: Categories A – E refer to applications received by the closing date:**

- A. Looked After Children and previously looked after children (see definition at the end of this policy)
- B. Children considered to have 'highly exceptional medical/social reasons' evidenced by professionals in a Common Assessment Framework (CAF) Form or Early Help Assessment.
- C. Children of staff employed by the Laurus Trust
- D. Children with siblings and/or already in attendance at the Nursery (for a minimum of 25 hours per week)
- E. Any other applicants, in order of straight line distance measured between home and the school
- F. Applications received after the closing date ordered by the criteria detailed at A-E above

For parents interested in additional hours over and above the free Early Education funded places please contact us directly and arrange a visit.

- Places will be offered on availability basis, reflecting the sessions required and the age of the child.
- If we are unable to meet your request for the sessions required, alternative sessions will be offered if available.
- If the alternatives offered are not suitable, you will be given the option of joining the waiting list. The waiting list is reviewed on regular basis and places will be allocated as soon as a suitable vacancy arises.

If you would like to discuss an alternative nursery place, you can telephone Stockport Admissions at the contact centre on 0161 217 6022 or alternatively email [admissions.support@stockport.gov.uk](mailto:admissions.support@stockport.gov.uk)

## Definitions

A '**looked after child**' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a nursery.

**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 arrangements order or special guardianship order.