

EYFS and KS1 Admissions Policy

A UNIQUE CHILD: 1.2 Inclusive Practice

ENABLING ENVIRONMENTS: 3.4 The Wider Context

1 Introduction

1.1 The Senior Managing Team of **Queen's College and the Methodist Board** applies the regulations on admissions fairly and equally to all those who wish to attend this school.

2 Aims and objectives

2.1 We are an inclusive school that welcomes children from all backgrounds and abilities.

2.2 All applications will be treated fairly and in a sensitive manner.

2.3 The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we enforce the procedure set out below in order to determine whether a child is accepted or not. It is our wish to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to the excess demand on the school places available.

2.4 If a child has very particular special needs where access or provision would be extremely difficult then we may feel that this is not the right school for them.

3 How parents can apply for their child to be admitted to Queen's Nursery and Pre-Prep

3.1 We welcome visits from prospective parents and their children. Nursery parents are invited to come and spend some time in the nursery with their child. Reception, Year 1 and 2 children are invited to spend a day at the school for assessment. The parents may then apply for a place at the school. The school confirms in writing the offer of a place.

3.2 Entry into the Reception Class/es
Children usually enter school in the academic year they become five. There is one admission date per year, early in September (ie at the start of the school year). However, when places are available, children may join the school at the beginning of each new term or half term.

4 Infant Class Size

4.1 We teach children in classes that have a notional maximum number of approximately 16-18 children (16 in the reception class).

4.2 Nursery Class Size

Children may join the nursery in the half term in which they become 3 years attending for a minimum of 2 morning sessions per week
We have a maximum of 24 children in our nursery at each session.

5. Early Years Entitlement

5.1 The Early Years Entitlement provides funding for a part-time place for each eligible child.

5.2 Somerset County Council will fund part-time Early Years Entitlement places for three and four year olds starting from the funding period after the child's third birthday.

The funding periods are:

Autumn: 1 September – 31 December

Spring: 1 January – 31 March

Summer: 1 April – 31 August

5.3 The Early Years Entitlement is a maximum of 15 hours per week.

5.4 If all of the 15 hours per week are being claimed then it needs to be claimed over three or more days. If claiming less than 15 hours per week, the claim can be over one or more days per week subject to the minimum per day of 2.5 hours and a maximum per day of 7 hours.

The entitlement is further restricted to a maximum number of hours in each funding period, as shown below.

Autumn: 210 Hours

Spring: 165 Hours

Summer: 195 Hours

You can access the Early Years Entitlement in any particular patterns suitable for you as long as the following conditions are satisfied:

- The minimum that can be claimed per day is 2½ hours. After the first 2½ hours, the Early Years Entitlement can be claimed for part hours in intervals of 15 minutes.
- The maximum that can be claimed per day is 7 hours.
- The maximum entitlement is 15 hours per week.

5.5. For more information on the Early Years Entitlement please refer to the Somerset County Council 'The Early Years Entitlement for 3 and 4 Year olds – information for parents' booklet (ATTACHED) or additional copies are kept in the Parents' information display in the Nursery and Pre-Prep entrance hall.

References: [DCSF,EYFS Sept 2008 Statutory Framework](#)

Review

This policy will be reviewed annually

Signed:

Date: January 2011