

Admission to the Nursery- January 2014

- Please refer to our Admissions Criteria for full details.
- Places will be offered based on the availability of sessions for the child's age range/stage of development.

NI° There are two sessions per day, one in the morning and one in the afternoon. ***Full time places will be offered as a priority and if available part time places will then be considered.**

- Attendance at Holy Cross Pre School Nursery does not influence your child's prospect of an offer for a future place at Holy Cross Catholic Primary School; if further information is required please refer to Holy Cross Catholic Primary School's admission policy available on their website or via their school office.

NI° The Nursery does not have its own defined catchment area, all parents are eligible to register their child's name. All children will be considered fairly irrespective of gender, race or disability. **If there are more requests from parents than the number of places available then the following criteria will apply.**

NB: All children will have a cooked lunch every day and cooked on the school site which are part of nursery fees.

Admissions Criteria for Holy Cross pre school Nursery

Places will be allocated according to:

1. "Looked after" children (as defined in the Education Act 2002 – Admissions)
2. Those children who live in the catchment area of Holy Cross Catholic Primary School who will have a sibling attending the school at the time of the applicant's proposed admission (including half/step/adopted/foster brothers or sisters and any other children who are living at the same address as part of the same family unit). The order of priority will be according to the nearest distance from the family's home address [end of drive] and the nursery gate[using online postcode defined distance]
3. Those children who live in the catchment area of Holy Cross & St Francis Parish. Using the distance measure as mentioned in 2.
4. Those children in neighbouring Catholic parishes. Using the distance measure as mentioned in 2.
5. Extenuating needs of the family presented in writing to the Nursery Manager and then considered by the directors. Using the distance measure as mentioned in 2.
6. A waiting list will be recorded and updated from time to time by the Nursery Manager.
 - Our nursery is fully inclusive and our policies promote equality of opportunity for all children. We are happy to offer places to children with individual needs at Holy Cross Pre School Nursery provided that

social workers, health visitors or other professionals involved with the family. Places will be given at the discretion of the Manager in consultation with the Directors and may need to take priority.

Admissions Policy

Holy Cross Pre School Nursery is open to children from the age of 3 years to school age. The manager will offer places based on the availability of sessions for the child's age range/stage of development.

There are two sessions per day, one in the morning and one in the afternoon.

Full time places will be offered as a priority and if available part time places will then be offered.

Attendance at Holy Cross Pre School Nursery does not increase your child's prospect of an offer for a future place at Holy Cross Catholic Primary School; if further information is required please refer to Holy Cross Catholic Primary School's own admission policy for criteria of school places.

The Nursery does not have its own defined catchment area, all parents are eligible to register their child's name. All children will be considered fairly irrespective of gender, race or disability. **If there are more requests from parents than the number of places available then the following criteria will apply.**

Places will be allocated according to:

- "Looked after" children (as defined in the Education Act 2002 – Admissions)
- Those children who live in the catchment area of Holy Cross Catholic Primary School who will have a sibling attending the school at the time of the applicant's proposed admission (including half/step/adopted/foster brothers or sisters and any other children who are living at the same address as part of the same family unit)
- Those children who live in the catchment area of Holy Cross Catholic School.
- The needs of the family

Our nursery is fully inclusive and our policies promote equality of opportunity for all children. We are pleased to offer any pupil with individual needs a place at Holy Cross Pre School Nursery provided that those needs can be successfully met and if the supporting agencies feel that it is an appropriate placement.

Emergency admissions will be considered if places are available and where requests are made from social workers, health visitors or other professionals involved with the family. Places will be given at the discretion of the Manager in consultation with the Directors and may need to take priority.

Prior to commencing a place

We invite parents and carers to visit the setting to meet the staff and discuss their child's individual requirements. In line with our Inclusion Policy, where a child has additional needs we will first of all carry out a risk assessment and then hold a Working in Partnership meeting with parents/carers to discuss the outcome. Where a place is agreed then any specialist equipment, medication, training or support staff must be in place before the child can start at the setting.

Parents/carers are required to fully complete the registration pack, which asks for the following details:

- About Me

- Other Contacts
- Consent Forms
- Payment details

When a place is offered and accepted parents/carers must also sign a contract which details our 'Terms and Conditions'.

Settling in

Our settling in policy will be explained to parents and dates will be agreed for settling in visits and the starting date.

Information

Information for parents/carers about the care and education offered in nurseries along with policies and procedures are available in our parent pack, on our website and in the nursery (on noticeboards or parent communication books).