

## **Morgans School**

### **Nursery Admission Policy September 2021**

At Morgans School children can start the Nursery class in September after their third birthday. Children born between 1st September 2017 and 31st August 2018 can apply for a place at Morgans School Nursery to start in September 2021.

Parents can use the application form on Morgans School website to apply for a place or they can request a paper copy from the school office, by calling 01992 582162. The application form can be emailed to [admin@morgans.herts.sch.uk](mailto:admin@morgans.herts.sch.uk) or a paper copy can be handed in to the school office.

#### **Nursery Admission Timeline for academic year September 2021 to July 2022.**

1st February 2021 - 12th March 2021. Parents can apply to Morgans School.

Parents for late applications can apply to Morgans School using the application form and will be placed on the Nursery waiting list if no places are available.

19th March 2021 Morgans School will make offers to parents for a place in the Nursery via post.

23rd March 2021 is the Deadline for parents to accept or reject offers the school has made to them for a Nursery place. If the parents do not respond to the offer made by this date the school may withdraw the offer.

Admission arrangements Morgans School Nursery has two Nursery classes.

The hours are for term time only. The school's term dates are published on the school website. All 3 and 4 year olds are entitled to 570 hours of free early education a year, which is equal to 15 hours a week for 38 weeks of the year.

Morning Nursery 8.30am until 11.30 am.

Afternoon Nursery 12.30pm until 3.30pm.

Morgans School Nursery Pupil Allocated Number is 60. We have a maximum of 30 pupils attending a nursery session:

15 places for children in receipt of 30 hour funding (8.30am-2.30pm)

15 places for children with 15 hours funding in the morning

15 places for children with 15 hours funding in the afternoon.

Some 3 and 4 year olds may be entitled to an additional 570 hours of childcare per year, which is equal to 30 hours a week for 38 weeks of the year. The 30 hour free childcare entitlement is available to working families who meet the eligibility criteria. Parents can check eligibility at

[www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) Contact details for all registered providers in Hertfordshire can be found at [www.hertfordshire.gov.uk/parents](http://www.hertfordshire.gov.uk/parents)

Pupils in receipt of 30 hour funding a place from 8.30am to 2.30pm.

Parents can collect their child at 2.30pm with no additional costs.

Parents who would like extended hours can pay for their child to stay in the Nursery until 3.30pm at the cost of £5.05 per hour. This fee must be paid in advance, half-termly, to the school.

Children staying for the 30 hour funding will need to bring their own packed lunch.

A provisional offer of a place will be made, in accordance with the oversubscription criteria, with the understanding that a place will not be offered until the parent has provided the school with their 30 hour offer code provided by the government and the parents national insurance number.

Once the School has checked the codes eligibility a 30 hour place will be offered to the child. If the parent has not provided the school with their 30 hour eligibility code by 30th April then the provisional offer will be removed.

Parents have the responsibility to re-check their eligibility every three months with HMRC.

Parents will need to supply the school with the new eligibility end date every three months. If parents eligibility ends then the school's offer of a 30 hour place will end. Alternatively, if sessions are available, parents can pay for the additional sessions outside the 15 hour Universal Free Childcare at £5.05 per hour.

The 30 hour funding can be split between two providers as long as both agree to the split. Please contact the school if this is your preference. 15 hour place (3 hours a day) Parents can apply for a 15 hour place from February. When applying, parents can state their preference for a morning or afternoon session. The school will record this preference and offer the preference if spaces are available after the application deadline closes.

Over subscription criteria for Morgans School's Nursery

Morgans School Nursery will admit children with an EHC (Education, Health and care) Plan that names the school. Parents can apply to Morgans School for a place in the Nursery class to start in the September after their third birthday. However, if there are not enough places available, places will be allocated in the following order of priority:

a) Children looked after and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangement order or a special guardianship order)

b) A child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.

c) Other applicants where the following criteria are considered to determine priorities:

1) Children who have a sibling at the school at the time of application, unless the sibling is in the last year of the normal age range of the school i.e. is in year 6.

2) Priority will then be given to those who live nearest to the nursery as measured in a straight line. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random. Morgan's School will use a parent distance checker for calculating home-school distance measurements. A place in Morgans School Nursery does not guarantee a place in Reception. Parents must apply to Hertfordshire County Council for a Reception place in their chosen school.