



Rising 3 Year Olds/FS1 Nursery Admission Policy

(To be read in conjunction with the general Admissions Policy)

From September 2021, St Alban's Catholic Primary and Nursery School will be able to admit a limited number of children of 'rising 3 year olds', who qualify for free two-year-old funding as well as children who are aged 3 or 4 and entitled to a Nursery FS1 place through the 'Universal 15 hours' and/or 'Additional 15 hours'.

This policy will support our Catholic families seeking a school nursery as well as other local families whose children would greatly benefit from play and learning opportunities outside the home. Good quality early years experiences are directly related to better communication, cognitive, social and behavioural development of young children.

All applications for a 'Rising 3' (two-year-old) Nursery place must complete an application form and return to St Alban's Catholic Primary and Nursery School. Parents and carers must also complete an application form for an FS1 Nursery Place for the Universal 15 hours and additional 15 hours. Parents can also apply for the Universal 15 hours through Doncaster Council website: <https://www.doncaster.gov.uk/services/schools/nursery-admissions>

**Admission Criteria**

**Rising 3's (two-year-olds)**

A maximum of 8 (4 children at any one time), 'Rising 3 year old' places per term will be admitted to St Alban's Catholic Primary and Nursery School.

'Rising 3's', means that children would be able to start at the beginning of the term in which their 3<sup>rd</sup> birthday occurs.

Date of birth between 1<sup>st</sup> September to 31<sup>st</sup> December – could start in September

Date of birth between 1<sup>st</sup> January to 31<sup>st</sup> March – could start in January

Date of birth between 1<sup>st</sup> April to 31<sup>st</sup> August – could start in April

Children will not be admitted any earlier than the term in which they are 3.

All Rising 3's who are looked after by the Local Authority are eligible.

Rising 3's eligible are those whose family receives one of the following benefits:

- Income support
- Income-related Employment and Support Allowance (ESA)
- Support through part 6 of the Immigration and Asylum Act
- The guaranteed element of State Pension Credit
- Child Tax Credit (but not Working Tax Credit) and have an annual income not over £16,190
- The Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

- When a family has a letter or golden ticket from the Local Authority to say that their child is eligible for a Rising 3 (two-year-old) Nursery place, they will be placed on the waiting list for a place to become available.

If there are any places available, these can be offered to children whose family do not receive any of the above benefits, however there would be a standard hourly charge for these places. Please speak to school regarding the current hourly costs.

### FS1 Nursery 3 and 4 year olds

A maximum of 26 children at any one time will be admitted over the course of the year to FS1 at St Alban's Catholic Primary and Nursery School.

All children are eligible for an FS1 Nursery 3 and 4 year old place for 15 hours. Children are eligible for these 15 hours when their 3<sup>rd</sup> birthday falls between the following dates:

1 September and 31 December - is eligible from the start of the Spring Term in January

1 January and 31 March - is eligible from the start of the Summer Term in April

1 April and 31 August - is eligible from the start of the Autumn Term in September

Any letters/offers that Doncaster Council send will be in relation to a September start only.

Once parents and carers have secured the September place, St Alban's Catholic Primary and Nursery school will contact you directly to offer any January or April starts.

Additional 15 hours (30 hour funded places) are also available to families eligible.

Your eligibility depends on:

- if you are working
- your income (and your partner's income, if you have one)
- your child's age and circumstances
- your immigration status

You can get 30 hours free at the same time as claiming Universal Credit, tax credits, childcare vouchers or Tax-Free Childcare.

If there are any places available, these can be offered to children whose family are not eligible, however there would be a standard hourly charge for these places. Please speak to school regarding the current hourly costs.

Where there is a waiting list, places will be allocated in accordance with the schools general Admissions Policy as outlined below:-

1. Catholic looked after and previously looked after children.
2. Catholic children who are resident in the parishes of St Alban's Denaby & Conisbrough or Blessed English Martyrs, Mexborough.
3. Other Catholic children.
4. Other looked after and previously looked after children.
5. Catechumens and members of an Eastern Christian Church.
6. Children of other Christian denominations whose membership is evidenced by a minister of religion.
7. Children of other faiths whose membership is evidenced by a religious leader.
8. Any other children.

Within each of the categories listed above, the following provisions will be applied in the following order according to date of birth.

(i) Where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child which can most appropriately be met at this school, the application will be placed at the top of the category in which the application is made.

(ii) The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in (i) above.

#### Offer

- Applications will be considered by the Headteacher and governors as required.
- A home visit by 2 members of staff will be followed by 2 introductory sessions to the Nursery.
- Places will be offered for 15 hours, 3 hours daily in the morning session Monday to Friday 9am – 12pm or 3 hours daily in the afternoon session, Monday to Friday 12.30pm – 3.30pm. If available, there may be flexibility on the arrangement of the hours offered. There may be a payable option of further wrap around care from 8 am until 5 pm Monday – Thursday and 8 am – 4 pm Friday term time only.
- Parents are not allowed to split their entitlement between different settings or change mid-term. Parents will not be allowed to defer allocation of sessions to following weeks or terms.
- For admission purposes the start of the term is defined as 1<sup>st</sup> September, 1<sup>st</sup> January and 1<sup>st</sup> April
- Children are expected to attend every session. Regular attendance is required to maintain a place in an early years provision or nursery class, close liaison should take place with health visitors or social workers if there are concerns regarding a child's attendance.
- No place will be allocated without the completion of a Nursery Admission Form (available on the school website [www.st-albans.doncaster.sch.uk](http://www.st-albans.doncaster.sch.uk) )
- Vacancies arising during a school year should be filled from the school waiting list using the published criteria.
- If the school nursery has no vacancies, parents will be advised to contact the Families Information Service for advice on other early years providers and settings.
- There are no statutory appeal entitlements for parents/carers refused an early years provision or nursery place at a school. Parents should follow the following procedure if they have cause to complain:

Put their concerns in writing to the school's governing body who will consider the complaint in accordance with their complaints procedure. They will however need to comply with the published rules for admitting children to their nursery class;

If not satisfied they should write to Local Authority's Early Years service who will investigate the complaint;

Where parents/carers are still not satisfied with the decision they can then complain through the courts or the Local Government Ombudsman.

- Children who have met the eligibility criteria can continue to receive a place once they have taken it up, even if there is a change in circumstances and until the child qualifies for their 3 and 4 year old place.
- Children who attend the Rising 3's School Nursery do not have an automatic place in the 3 and 4 year old Nursery or Reception classes at St Alban's Catholic Primary and Nursery School.
- Application forms for all Nursery aged places are available through school and on our school website [www.st-albans.doncaster.sch.uk](http://www.st-albans.doncaster.sch.uk) and can also be submitted to Doncaster Council for the universal free 15 hours.  
<https://www.doncaster.gov.uk/services/schools/nursery-admissions>
- Additional funded or paid hours will need to be paid in advance via parentpay. Details will be provided at the time of offer, where applicable.
- If you have a child in the School Nursery, it does not necessarily mean that older siblings will be offered a place in the school. Please see our general Admissions Policy for oversubscription criteria. As a Catholic school, we would endeavour to offer a place where possible to baptised Catholic children who live within the parishes of St Alban's and Blessed English Martyrs in accordance with our general Admissions Policy.

**Induction to include:**

Home visit  
Pre visit to Nursery  
Contact form  
Assessment of child/family needs  
Questionnaire  
Home/school agreement  
Permissions forms

Agreed by the Governing Body on 13<sup>th</sup> May 2021.

To be reviewed annually.