



# SOUTHRIDGE FIRST SCHOOL

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## **Application for Admission to Nursery**

Dear Parents and Carers,

You have expressed an interest in your child attending Southridge First School's Nursery.

Please bring the attached application form to the School Office as soon as possible with your child's birth certificate and two proofs of address. (Please advise us of a change of address if you move in the future.)

Places will then be allocated according to the admission criteria and firm offers of places will be made in February in line with all other Whitley Bay Partnership Schools.

Please note that we have 52 places available - 26 morning and 26 afternoon places. Places are allocated on a part-time basis i.e. 5 morning or 5 afternoon sessions. Each session is 3 hours. Our current pattern is 8.45 - 11.45 or 12.30 - 3.30. This is a total of 15 hours (Additional funded hours for working parents are available via our wraparound facility on a first come, first served basis)

**Please also note that attendance at Nursery does not guarantee a place in Reception Class. Application for a place in Reception has to be made separately.**

For the purpose of determining whether a child resides within the catchment area, only the address of the parent or legal guardian will be taken into account. Addresses of grandparents/child minders will not be considered.

### **North Tyneside Oversubscription Criteria for Nursery Classes**

Where demand for places exceeds the number of places available the following admission arrangements are used to decide which children can be admitted to Nursery:

Children with statements of special educational needs where the statement names a specific school will take priority.

1. A 'Looked After Child' in the care of a local authority or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order
2. Pupils who live within the catchment area of the nursery school/class (pupils in this category with a sibling link an older brother or sister) who will be attending the school will be given priority.

3. Sibling link (an older brother or sister) to include adoptive siblings, half siblings, step siblings and long term fostered children residing at the same address and who will be attending the nursery school/class.
4. Shortest distance measured as a straight line from a single fixed central point of the home address (including flats) to the central point of the nursery school/class using the Local Land and Property Gazetteer and the Council's Geographical Information System (GIS) system.

NB The above distance measurement will also be used as a 'tiebreaker' within each criterion, if necessary. In the case of flats if there is more than one home address with the same measurement the flat with the lowest number will be offered the place. In all other cases of the same measurement, random allocation will be used.

Preference may be given to children where there is a referral made by Social Services Department or Health Professionals i.e. special, social or medical reasons. The evidence must demonstrate why the chosen Nursery is the most suitable and what difficulties would be caused if the child were to attend another Nursery. The Local Authority will not consider such applications if the relevant evidence is not provided. If provided the evidence will be considered and assessed by a LA Admission Panel - the LA must be satisfied that there is a specific medical or social reason which makes attendance at that particular Nursery essential to meet the pupil's needs. No assumption should be made that submission of the relevant evidence will in itself be sufficient to allocate a place.

If you do not get a place in your preferred Nursery class you cannot appeal against the decision.

Where places cannot be offered, we will hold a waiting list up to the start of the Autumn Term. Children are placed on the waiting list according to the oversubscription criteria with no reference to the date of application and within each criterion their place is ordered by shortest distance measured in a straight line from the centre of the parent's home address to the centre of the school. If a place becomes available it will be offered to the child at the top of the waiting list.

Yours sincerely

Mr F Willcock  
Headteacher

