

# Herne Bay Infant School and Seashells Nursery

## Admissions Policy



**Amended:**

**Date: 20/10/2020**

**Approved by the Governing Body:**

**Date: December 2020**

**Review:**

**Date: December 2021**

**Chair of Governors: K. Amos**

**Date: December 2020**

**Acting Headteacher: H. Day**

**Date: December 2020**

## **Introduction**

Here at Herne Bay Infant School and Seashells Nursery there are two Admissions Criteria dependant on the child's age:

Nursery Admissions: 2 – 4 years

Main School Admissions: 4 – 7 years

## **Seashells Nursery Admissions**

Our Nursery admits children from the age of two. We have a total of 52 sessions across the day, 26 in the morning (8.30am – 11.30am) and 26 in the afternoon (12.15pm – 3.15pm). We also offer lunch sessions to be added on to a morning/afternoon session

**All children are expected to attend their allocated hours.**

### ***15 Hours Free for Two Entitlement (FF2)***

Eligible two year old children are entitled to 15 hours of funded early education each week from the beginning of the term following the child's 2<sup>nd</sup> birthday up to a maximum of 570 hours per year (38 weeks). This consists of five 3-hour sessions per week.

### ***Fee paying two-year-old provision***

Two-year-old provision from the beginning of the term following the child's 2<sup>nd</sup> birthday that is funded by the parents.

### ***15 Hours Universal Free Entitlement***

All three and four years old children are entitled to 15 hours of funded Nursery education each week with effect from the beginning of the term following the child's third birthday up to a maximum of 570 hours per year (38 weeks). This consists of five 3-hour sessions per week.

### ***30 Hours Entitlement***

Eligible three- and four-year olds are entitled to 30 hours of funded nursery education each week which includes lunch sessions.

### ***Lunch Sessions***

This is a chargeable lunchtime session which can include a hot school lunch for an additional fee.

Continued attendance in the Nursery Class is dependent upon an 80% attendance record.

Application for the Nursery is through an admission form which is available from the school office or the school website.

**Admission to the Nursery does not guarantee a place in Main School.**

The Kent Provider Agreement for Free Early Education and Childcare for two, three- and four-year olds in Kent with effect from 1 October 2018 can be found on the link below.

[https://www.kelsi.org.uk/\\_data/assets/pdf\\_file/0007/86074/Kent-Provider-Agreement.pdf](https://www.kelsi.org.uk/_data/assets/pdf_file/0007/86074/Kent-Provider-Agreement.pdf)

## **Herne Bay Infant School Admissions**

The Local Authority is responsible for the admissions arrangements for Herne Bay Infant School and co-ordinates the admission arrangements for all primary schools in the county for each new September intake.

### **Criteria:**

Our Published Admission Number (PAN) is 90 for 2021/22.

Should more children wish to enter the main school than there are places available, the following Local Authority oversubscription criteria for admissions will be applied:

- Statement of Special Educational Needs (SEN) / Education, Health and Care Plan (EHCP)
- Children in Local Authority Care or previously in Local Authority Care.
- Sibling attending our linked school, Herne Bay Junior School. (Kent County Council count linked Infant and Junior schools as one school.)
- Health, Social and Special Access Reasons (medical).
- Nearness of Children's Homes to School.

### **Application:**

More details and an application can be made online at: [www.kent.gov.uk/ola](http://www.kent.gov.uk/ola)

### **In Year admissions:**

An in-year application for Herne Bay Infant School should be made directly to the school, using a separate copy of the Local Authority's single In Year Common Application Form (IYCAF). This is available online (see address above) or via the school website. If the school is able to offer a place, the school will inform the Local Authority. If the school cannot offer a place, the child's name will be placed on the school's waiting list if this is requested by the parent.

### **Applications for children to be taught outside their expected year group:**

Where an offer has been made, the school will provide for the admission of all children in the September following their fourth birthday. Requests for admission outside of the normal age group should be made to the Headteacher of each preferred school as early as possible in the admissions round associated with their date of birth. This will allow the school and admissions authority sufficient time to make a decision before the closing date. Parents are required to complete an application for the normal point of entry at the same time, in case their request is declined. This application can be cancelled if the school agrees to accept a deferred application for entry into Year R the following year. Deferred applications must be made via paper RCAF to the LA, with written confirmation from each named school attached. Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round and offers will be made in accordance with each school's oversubscription criteria. Further advice is available at [www.kent.gov.uk/primaryadmissions](http://www.kent.gov.uk/primaryadmissions)