

Nursery Admissions Policy

VISION

At Holy Trinity we welcome you to an exciting world of learning, discovery and friendship. We are passionate about nurturing every child, helping them to find and develop their own talents and be the best that they possibly can. Children will learn within a Christian community, surrounded by support, kindness, respect and fun; and will leave with fantastic memories to cherish forever.

Pupils' Voice

"We would like to be able to welcome all children who live under the same roof so that they can go to the same school and share the same experiences."

Policy drafted by: Personnel Committee

Date: Spring 2016

Review: Spring 2017

Applications for admission to the nursery should be made after the child's second birthday. Applications should be made directly to the school by the closing date for all maintained nursery schools in the Borough. A copy of the Nursery Admissions Policy is available on request. It is the parents' responsibility to inform the Head teacher of any change in circumstances since the completion of the application form.

Please note that a nursery school place does not guarantee a place in the main school. Separate and different admissions criteria apply to reception class entry.

A maximum of 52 children who are aged three and over can be accepted for admission to the nursery class. Children can apply to start nursery in any term following their third birthday. Places are part-time, in either the morning or afternoon.

If there are more applications than places available, applications will be ranked according to the following categories of priority;

- 1.Children who are or have been in public care
- 2.Children who have an exceptional medical or social need requiring attendance at Holy Trinity rather than any other school. Such needs must be supported, at the time of application, by reports or letters from suitable professionals such as consultants or social workers. Circumstances cannot be taken into account unless information is provided at the time of application and failure to provide sufficient information at that stage will mean that children cannot be allocated a place at Holy Trinity in accordance with this priority category. All information submitted will be regarded as confidential.
- 3.Children with brothers or sisters at the school at the time of admission. This includes half, step, or adopted family members, and those in the same household living as a family unit.
- 4.Children who live nearest the school, in order of proximity, according to the Local Authority's current way of measuring distance. The distance would be calculated from home to the nearest school entrance measured by the shortest route by road or publicly maintained footpath as calculated by the Local Authority's computerised geographical system (GIS).

The tie – breaker will be distance.

WAITING LISTS

If your child does not get a place within the normal round of admission to the nursery class they will be placed on a waiting list and the same criteria will apply.

APPEALS

If your child is refused a place you may appeal in writing to the Admission Appeals Committee, c/o Holy Trinity School, Carrington Road, Richmond, TW10 5AA.