



ALDERMAN RICHARD HALLAM PRIMARY SCHOOL

ARH – Educating a community of life-long learners

Nursery Admissions Policy

Admissions criteria for Nursery

This document below is the agreed criteria for Alderman Richard Hallam Primary School.

If you would like any help or support applying for a school place please contact:-

Keri Ryan Telephone: 0116 262 4003
Email: kryan@aldermanrichardhallam.leicester.sch.uk.

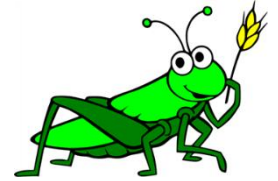
Miss McEwan is the EYFS leader for Nursery and will be happy to show you around our settings if you and your child would like to visit. Visits can be arranged by calling the above telephone number.



Nursery Admissions Policy

Procedure for admission to Little Grasshoppers (15 hours)

The Governors are responsible for admissions to the Nursery (Grasshoppers: part time places and sessions) at Alderman Richard Hallam Primary School.



In consultation with the Local Authority, the Governors have fixed the number of children to be admitted each year up to 39 part-time AM and PM places, or a mixture of AM, PM and session children, with no more than 39 children at any one time.

Morning sessions are 8:40-11:40 am. Afternoon sessions are 12:15-3:15 pm. Full day sessions will run from 9:00-3:00.

Children are admitted to the school the term after their 3rd birthday.

The offer of a place in the Nursery does not guarantee admission to the Reception classes in the following academic year.

Alderman Richard Hallam admission criteria:

Places are allocated to pupils who have an Education, Health and Care Plan (EHCP) which names the school before any other allocations are made. These allocations will reduce the number of places available.

- Criterion 1: Children in the care of a local authority within England or who were previously in the care of a local authority within England (see note 1).
- Criterion 2: Children who were previously in care outside of England (see note 1).
- Criterion 3: Pupils who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school requested (see note 2).
- Criterion 4: Children whose home address is in the catchment area of the infant or primary school with a sibling at the school who will still be on roll when the applicant starts school (see note 3).
- Criterion 5: Children whose home address is outside the catchment area of the infant or primary school with a sibling at the school who will still be on roll when the applicant starts school (see note 3).
- Criterion 6: Children whose home address is in the catchment area of the infant or primary school (see note 4).
- Criterion 7: Children who are sons / daughters of staff working at the school for at least 2 years at the time of application.

- Criterion 8: Children whose home address is outside the catchment area of the school and who have requested a place.

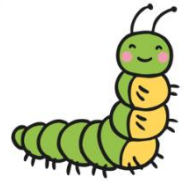
Within each criterion, priority will be given to children living closest to the school, as measured on a straight-line basis using a geographical information system measuring from the geo-code reference point from the child's home address to the geo-code reference point for the school.

For further information please go to the Leicester City website: <https://www.leicester.gov.uk>

Alderman Richard Hallam Primary School will be guided by the Local Authority to ensure all applications are dealt with fairly when deciding which children should be offered places at our school.

Procedure for admission to Caterpillars (30 hours)

The Governors are responsible for admissions to the Nursery (Caterpillars: 30 Hours) at Alderman Richard Hallam Primary School.



In consultation with the Local Authority, the Governors have fixed the number of children to be admitted each year to 39 places. This can be made up of 30-hour sessions or 15-hour sessions.

30-hour session times are Monday to Friday 9:00 am until 3:00 pm. 15-hour AM sessions are 9:00-12:00 and PM sessions are 12:00-3:00.

Children can start in the Caterpillars Nursery the term after their 3rd birthday. They will be eligible for the 30 hours funding once we have confirmed the DERN code and they meet the below admissions criteria.

As per the 15-hours spaces, the school follows the rules regarding admissions criteria from Leicester City Council.

Alderman Richard Hallam Primary School will be guided by the Local Authority to ensure all applications are dealt with fairly when deciding which children should be offered places at our school.

30 Hours Free Funding

All 3 and 4-year-olds in England are already entitled to receive 15 hours a week of free early education. If their parents are living and working in England, 3 and 4-year-olds *may* be entitled to 30 hours free childcare.

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 childcare at the same time as claiming Universal Credit, tax credits, childcare vouchers or Tax-Free Childcare.

When you apply, you'll be confirming that you need childcare so that you and your partner, if you have one, can work. If your child's already in a full-time Reception class in a state funded school, you won't be eligible for 30 hours free childcare.

If you are working:

You can usually get 30 hours free childcare if you (and your partner, if you have one) are:

- In work.
- On sick leave or annual leave.
- On shared parental, maternity, paternity or adoption leave.

If you're on adoption leave for a child aged 3 to 4 years old, you must return to work within 31 days of the date you first apply for 30 hours free childcare for that child.

If you are not currently working:

You may still be eligible if your partner is working, and you get Incapacity Benefit, Severe Disablement Allowance, Carer's Allowance limited capability allowance for work benefit or contribution-based Employment and Support Allowance.

You can apply if you're starting or re-starting work within the next 31 days.

Your income:

Over the next 3 months you and your partner (if you have one) must each expect to earn at least:

- £2,167 if you're aged 23 or over
- £2,117 if you're aged 21 or 22
- £1,557 if you're aged 18 to 20
- £1,098 if you're under 18 or an apprentice

This is the [National Minimum Wage or Living Wage](#) for 16 hours a week on average.

You can use an average of how much you expect to earn over the current tax year if:

- you work throughout the year but do not get paid regularly.
- you're self-employed and do not expect to earn enough in the next 3 months.

Example

You're eligible if you're 23 or over and do not have a regular income but earn £8,668 a year. This is the same as earning £2,167 every 3 months on average.

If you're self-employed and started your business less than 12 months ago, you can earn less and still be eligible for 30 hours free childcare.

If you have more than one job, you can use your total earnings to work out if you meet the threshold. This includes:

- earnings from any employment
- earnings from any self-employment

If you're both employed and self-employed, you can use just your self-employment income if this would make you eligible. For example, if you expect your average self-employed earnings over the tax year to be more than you'll get over the next 3 months as an employee.

Certain types of income will not count towards the minimum amount you must earn to be eligible.

These include:

- dividends
- interest

- income from investing in property
- pension payments

If you or your partner have an expected '[adjusted net income](#)' over £100,000 in the current tax year, you will not be eligible.

Your child:

You will not be eligible if your child does not usually live with you.

If you foster your child, you cannot use the online application to get 30 hours free childcare. Speak to your social worker and your local authority if you want to apply.

Your immigration status:

To be eligible for 30 hours free childcare, you must have a National Insurance number and at least one of the following:

- British or Irish citizenship
- [settled or pre-settled status](#), or you have applied and you're waiting for a decision
- permission to access public funds - your UK residence card will tell you if you cannot do this

If you have a partner, they must have a National Insurance number too.

When to apply:

You can apply from when your child is 2 years and 36 weeks old.

When your child turns 3	When they can get 30 hours from	Recommended time to apply
1 September to 31 December	Term starting on or after 1 January	15 October to 30 November
1 January to 31 March	Term starting on or after 1 April	15 January to 28 February
1 April to 31 August	Term starting on or after 1 September	15 June to 31 July

You can apply outside of these recommended dates but you might not receive your code in time. You must have a valid code by the end of the month before a new term starts.

Check with your childcare provider to find out the exact date your 30 hours free childcare starts.

You have to reconfirm your eligibility every 3 months. If you apply more than 3 months before the term starts, you'll have to reconfirm your eligibility in your account in order to keep your code valid.

After you've applied:

Once your application has been approved, you'll get a code for 30 hours free childcare to give to your childcare provider.

For more information on qualifying for the 30 hours you can visit:

<https://www.childcarechoices.gov.uk>

Admissions to Alderman Richard Hallam Primary School

Admissions to school (for full-time compulsory schooling from Reception to Year 6) are the responsibility of Leicester City Council which is our Local Authority. For more information, please see the Leicester City Council website or contact admissions on the details below.

Admissions: 0116 454 1009

Admissions.online@leicester.gov.uk