



JOHN OF GAUNT INFANT & NURSERY SCHOOL

Admission Policy for Nursery Intake children

Dates of entry

Children are entitled to 15 hours funded nursery hours per week and are eligible for this following the term of their third birthday.

John of Gaunt Admission Guidelines

All admissions to John of Gaunt are subject to Norfolk County Council Guidelines which are as follows:

1. Children in public care who are due to access three and four year old funding.
2. Children with a statement of special educational needs naming John of Gaunt Infant & Nursery School.
3. Children who are due to access three and four year old funding who are living in Aylsham with a sibling at John of Gaunt Infant & Nursery School.
4. Children who are due to access three and four year old funding who are living in Aylsham.
5. Children who are due to access three and four year old funding who are living outside of Aylsham and have a sibling attending John of Gaunt Infant & Nursery School.
6. Children who are due to access three and four year old funding who are living outside of Aylsham.

Nursery Class Admission Policy

Allocation to our Nursery Class is determined by the School on a termly basis, taking into consideration parental preference where possible.

The Nursery Class has 2 x 26 place sessions. Children are introduced gradually into the Nursery Class, after an initial home visit offered at the beginning of the term in which they start to attend.

Parents may opt for a flexible arrangement of either 5 mornings or 5 afternoons or a combination of the two. Additional hours, if available, may be purchased at the rate of £10.14 per session which is set by Norfolk County Council. This must be booked and paid in advance for the whole term. Any changes to session days are at the discretion of the Headteacher and all requests must be put in writing.

Additional places will only be offered if there are places available after the 15 hour entitlements have been fulfilled.

Children may attend part-time until they are ready for full-time sessions. Parents are welcome to stay until their child is confident in staying on their own, helping and supporting in class at the same time.

Procedure after initial contact/enquiry

1. Send/Provide: School brochure
Family encouraged to visit the school
2. First visit
The family will: Talk to the headteacher
Be taken on a tour of the school
Have an opportunity to ask questions
Be invited to put their child's name on waiting list.
3. The family will be notified by the School, that their child has been allocated a place at the school.
4. The parents are invited to a New Parents' drop-in session with their child. During this time a home visit will be arranged and induction arrangements explained.

Transfer from the Nursery class to Reception

Children currently in the Nursery class do not necessarily have a place in the Reception class. Currently decisions on place allocation are taken by the authority.

February 2016