

## Admission Arrangements

2018-2019

### Introduction

We follow the Admissions Framework and Appeals Procedures for N E Lincolnshire. Our pupil allocation number (PAN) is 25 per year group. Nursery (FS1) and Reception (FS2) operate as an Early Years Unit and has 39 full time equivalent places.

Please click on the link below for full details.

<https://www.nelincs.gov.uk/schools-and-education/school-admissions/>

### Admission to Foundation Stage

We work as a Foundation Unit with children in Foundation 1 and 2 working together. This helps children to adapt more easily from Nursery (FS1) to Reception (FS2). Children are admitted into Reception (FS2) at the beginning of the year in which they reach have their fifth birthday.

### Foundation 1 (Nursery)

Parents who wish their children to attend our Nursery complete a Nursery application form. Names are entered onto the database in chronological order and each term places are given to the oldest children on the list. Parents must produce their child's birth certificate before they can be admitted. Pupils are entitled to 15 hours per week. We try to be flexible and where possible, pupils may use their 15 hour allocation in either 5 mornings or afternoons or a combination of full and part days. Some children may be entitled to 30 hours free childcare. Parents will need to create a Government Gateway account from which they will receive their eligibility code. If they are successful 30 hours will be offered if there are places available. Wherever this is not possible we would signpost the parent to other providers where we would share their allocation.

### Foundation 2 (Reception)

Parents must complete a form, which needs to be submitted to the Local Authority by February, in order to secure a place in Reception. Having a place in Nursery does not automatically ensure a place in Reception. All pupils are admitted into Reception in the September of the year in which they are 5.

Review Date: September 2019.