



Healthy **E**mpowered **A**mbitious **R**espectful **T**ogether

*Our values are at the **HEART** of our school*

Nursery Admission Policy 2027/2028 Academic Year

Policy Author:	Washingwell Primary School
Date of Policy Review:	March 2026
Date approved by Governors:	March 2026
Next Review Date:	March 2027

Washingwell Community Primary School caters for pupils from age 3-11 years. We have a 26 place school nursery (part time; equivalent to 13 places full time). Prospective parents who are interested in a place for their child are asked to contact the school on 0191 4884400 to make an appointment to view the school and meet the Head Teacher.

Admission to the school is in accordance with Gateshead Local Authority policy for admissions.

All children are entitled to 15-hours of free provision provided over 38 weeks (universal entitlement). Subject to meeting specific criteria, working parents may apply for a 30-hour place for their child*

In our school Nursery class we offer the following patterns of provision:

- 15 hours Mornings Monday to Friday (8.45am to 11.45am)
- 15 hours Afternoons Monday to Friday (12.30pm to 3.30pm)
- 15 hours Full day Monday, Tuesday, half day Wednesday (am)
- 15 hours Half day Wednesday (pm), full day Thursday, Friday
- 30 hours Full days Monday to Friday (8.45am to 3.30pm)*

**Working parents who meet the criteria set by Government may be eligible for 30 hours of free early education. If you are interested in this provision, please contact us to discuss your requirements or go to the website <https://www.childcarechoices.gov.uk/> to access the eligibility criteria.*

When staying a full day in Nursery, parents will be charged **£2.50** per lunch session, which will be charged half-termly, in advance and is non-refundable.

Subject to availability, extra sessions may be purchased at a cost of **£35. A session is equivalent to 3 hours. This is at the discretion of the Head Teacher and will be considered on an individual basis.*

Admission criteria

All children, subject to the availability of places, will normally be admitted to the Nursery class in the September following their third birthday. Subject to availability, however, we do admit children to our Nursery as early as the term after their third birthday. (Please note, oversubscription criteria apply to these 'in-year' admissions).

We may need to delay your child's start beyond the usual term of admission in circumstances where, in agreement with the parent or carer, we can enable your child to be more successfully integrated with others and get used to school life. This is decided in consultation with the Head Teacher.

Oversubscription Criteria

If there are not enough places available for all applicants we will apply the following criteria which are ranked in **priority order**:

- Children who are looked after- Children who are in the care of local authorities as defined by Section 22 of the Children Act 1989 at the time of application to a school.
- Children who will become four years of age during the 2026/27 academic year and would only have the opportunity to benefit from three terms of Nursery education. These children will be four between 1st September 2026 and 31st August 2027.

The allocation of places within this group of children will then be based on the priorities listed below.

1. Children who live in the school's catchment area, as defined by Gateshead Council and available to view on the Council website.
2. Children who will have a brother or sister at the school or at the feeder junior school during the coming academic year.
3. Any other four-year-old using the criteria set out in the tiebreaker

If there are not enough applicants within this older group of children to fill all available places, then we will next consider those younger children who will reach the age of three during the academic year 2026/227.

Priority will then be given to these children who will become three during the autumn term (applying priorities 1-3 above, where the term 4 year old in priority 3 is replaced with 3 year old), then the spring term (applying priorities 1-3 above, where the term 4 year old in priority 3 is replaced with 3 year old), and then the summer term (applying priorities 1-3 above, where the term 4 year old in priority 3 is replaced with 3 year old).

Places can only be offered to these younger children if we can confirm that a place is not needed for a child who will become four years of age during the 2026/2027 academic year.

Tie Breaker

If within any of the above priorities there are more applicants than places available then priority will be given to those children based on the distance they live from the school measured as the crow flies i.e. in a straight line from the centre of the home residence to the main entrance of the school. Children living nearest the school will have priority.

Allocation of Places

Parents/Guardians are asked to indicate the pattern of attendance they would prefer. In the event of any pattern of attendance being oversubscribed, places will be allocated in order of distance they live from the school measured as the crow flies i.e. in a straight line from the centre of the home residence to the main entrance of the school, starting from the nearest.

Address

For the purposes of deciding whether a child lives in the catchment area of a school we will use the parent or legal guardian's address or the address of a relevant adult who has parental responsibility (as defined under the 1989 Children Act) for the child.

Waiting list

If places become available we will consider all the applications on a waiting list. The waiting list will be maintained by the Head Teacher from the start of the academic year and be kept for the rest of

the academic year. All applicants on the waiting list will be placed according to the admission criteria and priorities set out above. The length of time a child has been on the waiting list cannot be taken into account if places become available. If you apply late, your child's name may be added to the list by using the priority order described above.

Closing Date

To apply for a place in our nursery class for September 2027 or subsequent terms in the 2027-28 academic year, you must complete and return your application form to the Head Teacher by **28 February 2027**.

Allocation of places will be made on the basis of information received by the closing date.

Offer Date

A letter will be sent to parent's week commencing **15 March 2027** with our Nursery offer.

Complaints

If you feel that the admissions criteria stated above have not been fairly applied to your child then you may register a complaint with the Governing Body using their normal complaints procedure which can be found on the school website.

Review

This policy will be reviewed annually by the Governing Body.