



King Solomon Academy

Nursery Admissions Policy

PURPOSE

This policy sets out the nursery admission arrangements for Ark King Solomon Academy, including details of the application process and oversubscription criteria.

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POSITIONING WITHIN ARK OPERATIONAL MODEL

Component	Element
<input type="checkbox"/> Strategic Leadership & Planning <input type="checkbox"/> Monitoring, Reporting & Data <input checked="" type="checkbox"/> Governance & Accountabilities <input type="checkbox"/> Teaching & Learning <input type="checkbox"/> Curriculum & Assessment <input type="checkbox"/> Culture, Ethos & Wellbeing <input type="checkbox"/> Pathways & Enrichment <input type="checkbox"/> Parents & Community <input type="checkbox"/> Finance, IT & Estates <input type="checkbox"/> Our People	Admissions

Introduction

- i. Thank you for your interest in applying for a nursery place at Ark King Solomon Academy. The aim of this policy is to provide clear guidance on the nursery admission arrangements including the application process, oversubscription criteria and contact details for queries.
- ii. The admissions process for a place in the nursery is **separate** to the admissions arrangements for a place in Reception and the rest of the school. The admissions policy for Reception and the other older year groups can be found on the website. Nursery admissions are not included in the School Admissions Code 2021 and so are not subject to those statutory requirements.
- iii. Parents/Carers whose child attends the nursery school and who wish to apply for a place in Reception must do so through the normal round of application, **no preference or priority is given to children who currently attend the nursery**. For further details on the admissions arrangements for a place in Reception see the school's admissions policy at the link below.

[King Solomon Academy Admissions](#)

1. Application Process

- i. Children aged 2 and 3 years old are eligible for a place in the nursery.
- ii. All applications for a place at the nursery are submitted directly to the academy. The application form is available on the school website and at the link below.

[Nursery application form](#)

- iii. The allocation of places in the nursery varies according to the age group of entry.
 - a) Entry into the nursery at 2 years old (*see 2.1 below*)
 - b) Entry into the nursery at 3 years old (*see 2.2 below*)
- iv. For each criterion below, for both 2-year-old and 3-year-old applications, if more applications for the *same* provision and timings are received than places available, places will be offered according to the oversubscription criteria at section 6 of this policy.
- v. Parents do not have the right to appeal the schools' decision if their application for a place in nursery is unsuccessful.

2.1 Allocation of places for entry to the nursery at 2 years old

- i. In each academic year, the school will allocate a set number of **paid places** (full time, flexible exact timings) and **part-time local authority funded places** (15 hours a week) in the nursery provision.
- ii. Available places will be allocated on a termly basis. The school will issue a termly deadline (published on the school's website) for applications to the nursery for the next academic term. All applications received by the deadline will be considered for the places available. Any applications received after the published termly deadline will be considered for the next termly allocation of places.
 - a. Allocation of **part-time local authority funded places** are made according to the places available at the termly allocation of places.

- b. Allocation of **paid places** are made according to what spaces and times are available at each termly allocation of places.
- iii. The allocation of a **paid place** in the nursery is contingent upon the payment of a deposit and full payment of fees. Failure to make full payment of nursery fees will result in the withdrawal of the place in the nursery.
- iv. If places become available during the term, all applications received to-date will be considered and places offered according to the spaces and times available.

2.2 Allocation of places for entry to the nursery at 3 years old

Transition to the 3-year-old provision

- i. Transition to the 3-year-old provision happens at the start of the term after the child turns 3 years old. Families with children already in attendance at the nursery will not be required to reapply for a place at the nursery.

New applications for the 3-year-old provision

For September entry

- ii. At the start of the academic year, up to 15 places will be reserved for those children whose families are eligible for 30 hours of funding under the Working Family Entitlement scheme. Allocation of these places will be made before of the start of the academic term, the deadline for applications will be published on the school's website.
- iii. After these places have been made available, any remaining places will be offered to all other families.

For entry throughout the academic year

- iv. Every term, additional places may become available to 3-year-old children who do not already have a place at the nursery. Termly deadlines for applications will be published on the school website and places allocated according to what spaces and times are available.
- v. Families who apply to the nursery under the Working Family Entitlement Scheme will be required to submit proof of eligibility at the time of the application being made to access a place.
- vi. Where families are entitled to 15 hours a week of 3 year old provision (and are not part of the Working Family Entitlement scheme), the school may chose to offer 30 hours (full day, five days a week) of provision in order to benefit the child's educational outcomes. When offering full time provision to this cohort, the school will make it clear at the time of offering the place (or when transitioning to 3 year old provision form 2 year old provision), that this extended offer is made on the basis of these extended hours best meeting the child's needs in a sustainable way which does not prejudice the education of other children. If this is not the case in the school's judgement, the provision will change to being part time only (the 15 hours a week that the pupil is entitled to). This will be from 8.30am to 11.30am 5 days a week unless other times are mutually agreed between the school and parent.

3 Oversubscription Criteria

If more applications are received than places available, places will be offered according to the following oversubscription criteria and order:

- i. Where spaces are for 3-year-olds, pupils who qualify for 30 hours working family funding
- ii. Children who are in public care
- iii. Children of staff of the school where there is a demonstrable skill shortage
- iv. Children who have a sibling who already attends the school and who will continue to do so on the date of admission (for this purpose “sibling” means a whole, half or step-brother or -sister resident at the same address)
- v. Children of staff of the school (where there is no skill shortage)
- vi. The remaining places will be allocated children who live closest to the school, using a straight line distance from the main entrance of the academy to the main entrance to the child’s home.

4 Further Information and Contact Details

1. For all queries about nursery admissions arrangements at the school, please contact: **admissions@kingsolomonacademy.org**
2. Further information and links to the nursery application form are available on the school website via the link below.

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