

Achieve, Aspire and Care for one another.



Nursery Admissions

2025-2026

OUR MISSION:

WE ARE COMMITTED TO THE CHRISTIAN ETHOS - THAT EVERY CHILD IS SPECIAL IN THE EYES OF GOD AND WE TEACH THAT ALL PEOPLE SHOULD LOVE, CARE FOR AND RESPECT ONE ANOTHER AND OUR PLANET.

It is our ambition that all our pupils use our 5 Christian values Love, Peace, Hope, Compassion and Forgiveness to achieve our vision and mission.

‘A New Commandment I give you, ‘Love one another as I have loved you.’ John 13:34

It is from this Commandment and the teachings of Jesus that we teach our children five Christian values.

Recommended by:	Principal
Recommendation Date:	08.02.24
Ratified by:	LAGB
Signed:	<i>VC Jackman</i>
Position on the Board:	Chair of LAGB
Ratification Date	
Next Review:	February 2025
Policy Tier	School



This Policy was updated on 1st September 2023 to reflect the School Admissions Code 2021

From 1 September 2017, the Government extended the free childcare entitlement for working parents of 3- and 4-year-olds, to 30 hours per week for 38 weeks of the year. The universal entitlement for all 3 and 4 year olds is 15 hours a week for 38 weeks of the year.

At St. Stephen's CofE First School we offer 26 places in a morning only nursery session – which means that we are able to offer children 15 hours of their free childcare entitlement. This is led by a teacher and supported by a teaching assistant, and run alongside the 30 place reception class. Applications to nursery are managed by the school. In cases where there are enough places for every child on the waiting list, all children will be offered a place in the half term before they are due to start. If there are too many children on the waiting list, (so that we would exceed 26 children per day), places will be allocated using the same admission criteria as is used to allocate school places.

When there are more applications than places (which is normal) students will be admitted in the following order of priority:

1. "looked after" and "previously looked after" young people.
2. Young people who were previously in state care outside of England, and have ceased to be in state care as a result of being adopted.
3. Young people who have a sibling currently attending St. Stephen's CofE First School. In order to qualify for a place on the grounds of a sibling attending the school, the sibling must be attending the school at the time of intended admission.
4. Other young people who live in the St. Stephen's CofE First School Catchment Area. A copy of the Catchment map is available from the LA or can be seen in school.
5. Other young people.

Within each criterion priority will be given to those who live nearest to St. Stephen's CofE First School. This distance will be measured from the front entrance of the home to the front entrance of the school in a straight line. In the case of oversubscription places will be allocated (for all the listed criteria) to pupils who live nearest to the school by the shortest straight-line distance. The measurement will be taken using the Geocode Points from the centre of the building of the home address (centroid) to the Geocode point for the centre of the school buildings (centroid). This will be done by using the Local Authority's software package called ArcView GIS to determine distance. Ordnance Survey supply the co-ordinates that are used to plot an address within this system.

In the event of equi-distance applicants, or multiple births, any place will be allocated by random selection (lottery). This process will be conducted by a suitable person independent of the school.