



THE PRIORY
LEARNING TRUST

Little Learners Admissions Policy

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Review cycle	Annual
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1. Background

The Little Learners Manager/Leader at each school is responsible for its Little Learners Nursery/Preschool admissions. This policy should be taken as part of the overall strategy of the school and operated within the context of its vision, aims and values as an Academy.

In the situation where there are more applicants than places available, a waiting list is created.

St Anne's Church Academy

The admission level for the Nursery is 68 full time places (pro rata for children attending part time).

Castle Batch Primary School Academy

The admission level for the Nursery is 40 full time places (pro rata for children attending part time).

East and West Huntspill Primary Academy

The admission level for the Preschools is 20 full time places (pro rata for children attending part time).

Berrow Primary Church Academy

The admission level for the Preschool is 20 full time places (pro rata for children attending part time).

This policy will be available on the Academy's websites.

2. Allocation of Places

All parents are encouraged to book early for places, families often choose to secure places for their child up to two years in advance. At the time when a booking can be confirmed, a registration fee of £50.00 is necessary to secure the place.

The £50.00 registration fee is refundable for children accessing funded sessions only.

In the event of a child not taking up their sessions at Little Learners the registration fee will not be refunded.

Little Learners are inclusive settings and accept children with a variety of medical and learning needs. Managers/Leaders accepting a child with SEND (including children presenting with symptoms and both diagnosed and non diagnosed conditions) will ensure careful consideration is given to whether the setting can best meet the needs of the child depending on the level of children with SEND already attending the setting and appropriate staff available to support the child and in order to give them the highest quality early years' experience.

The Manager/Leader may offer a reduced timetable of hours at any stage of a child's time at Nursery/Preschool if most appropriate to ensure the child/ren can access the setting safely and have the safest and best possible early learning experiences.

The Manager/Leaders are responsible for the Little Learners place allocations, which must be made in accordance with this admissions policy. The Manager/Leader will make reasonable adjustments to this admissions policy and session requirements for children with SEND and other significant needs.

Our admissions policy is first-come, first-served.

The Priory Learning Trust is mindful of the provisions of the Equality Act 2006, Sex Discrimination Act 1975, the Race Relations Act 1976 (as amended 2000) and the Disability Discrimination Acts 1995 and 2005, and the Human Rights Act 1998 when setting its policies to ensure all children are given equal opportunities to obtain a Little Learners place.

3. Submitting Applications

Interest should be expressed to the Little Learners Management team via email, phone or visiting the Academy in person. Applications for places must be made electronically via eyMan.

4. Appeals Procedures

There are no statutory appeal requirements for parents/carers refused a Nursery place. Parents must put their concerns in writing to the Principal who will consider the complaint in accordance with their complaints procedure.

5. Important Information

- Attendance at Little Learners **does not** mean children qualify for a place in the Reception Class at the adjoining Academy. Parents of such children must apply for a Reception school place through North Somerset Council/Somerset County Council in the usual way.
- Induction and attendance arrangements for the Nursery classes are at the discretion of and decided by Little Learners.
- If a parent/carer chooses, due to the child's age, to delay their child's date of entry to a reception class until the child is of statutory school age, the nursery place for that child will not normally continue unless it is recognised that the child has exceptional circumstances and the Local Authority recommends that the delay is in the best interests of the child.
- Regular attendance is required to maintain a place at Little Learners. Close liaison should take place with health visitors or social workers as appropriate if there are concerns regarding the child's attendance.