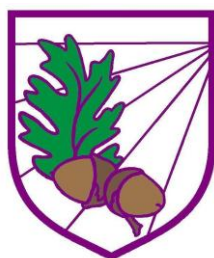



OAK VIEW PRIMARY & NURSERY SCHOOL



NURSERY ADMISSIONS POLICY **2026-2027**

Policy Date:	November 2025
Policy Review Date:	Autumn 2026
Date ratified by Full Governing Body	24/11/2025
Signed by Chair of Governors	
	

At Oak View Primary and Nursery School, the Governing Body is the admission authority and has responsibility for admissions to our nursery class.

Eligibility

Our nursery operates a single intake, admitting all children at the start of the Autumn Term. However, if there are spaces available after the September cohort allocation has been made, then we will consider taking children as and when they meet the age criteria.

For children born between 1st September 2022 and 31st August 2023, we offer the statutory 15 hours free early education (FEE) over five days with children being offered five morning sessions.

Parents must take-up the full 15 hours free provision at our school and cannot split this between us and another setting.

Session Times: Morning: 08.45 am to 11.45 am

Capacity

The governing body has set our intake number at 26 pupils for Nursery in the school year which begins in September 2026.

Applications for a place in our nursery for the 2026-2027 academic year will be made by application form. This is available to complete on-line from the school website.

Chargeable Extras

Private hourly rate for any additional hours starting from £6.00 per hour
Meal Charge from £2.61 per day

Applications can be made from 3 November 2025. The closing date for applications is 15 January 2026.

Parents will be advised of the outcome of their application on 24 March 2026 by email or by posted letter (2nd class) if no email address has been provided.

Parents have until 24 April 2026 to accept the offered place.

Admissions Criteria

To be considered in the first round, applications must be received by 15 January 2026. Offers will be made on 24 March 2026.

A child with an EHCP that names our school will be allocated a place in accordance with Section 324 of the Education Act 1996.

If there are fewer applications than places available then all applicants will be admitted.

If there are not enough places available, places will be allocated according to the oversubscription criteria in the following order of priority:

- Rule 1 Children looked after and children who were looked after⁽ⁱ⁾, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order)
or
A child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.
- Rule 2 Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.
- Rule 3 Children who have a sibling⁽ⁱⁱ⁾ at the school at the time of application, unless the sibling is in the last year of the normal age-range of the school.
- Rule 4 Children for whom it is their nearest setting, using our definition of "nearest"
(iii)
- Rule 5 Children who live closest to the setting are given priority. Children not considered under Rule 4 will be considered under Rule 5.

Admission rules are applied in order. If more children qualify for a school place under a rule than there are places available, a tiebreak will be used. That means the next rule will be applied to those children. If more children qualify under Rule 5 than there are places available, priority will be given to those who live nearest to the school.

Our tiebreak method is to use a 'first come, first served' approach. This means that, if two applications have addresses that measure the same distance from a school, the place will be offered to the first application to have been received into the school, based on the date and time stamp noted on the application form.

In the event of over-subscription of any of the above categories, preference will be given to those children living closest to the school.

The Governing Body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's intake number.

If a child is not allocated a place in our nursery on 24 March 2026 then they will remain on our 'Continuing Interest' list. When a place becomes available it will be offered to the next child on this list in accordance with the above criteria

Please note nursery education is a non-statutory provision and there is therefore no right of appeal against the admission authority's final decision.

The governing body reserves the right to withdraw the offer of a place or, where the child is already attending the school the place itself, where it is satisfied that the offer or the place was obtained by deception.

Notes

All children starting in our nursery will receive a home visit by our nursery staff.

We stagger the start dates for new entrants to the nursery over the first few weeks of the term in order to help children settle and enable staff to get to know them.

Parents should make sure they are aware of and comply with the notice requirements of the setting their child currently attends. We reserve the right to withdraw an allocation if a child is not able to start in September.

Parents should note that attendance at the nursery does not guarantee a place in a reception class at this school. A separate online application process is available for parents to apply for a place through Hertfordshire County Council.

Clarification

(i) A 'Looked after child' has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (i) in the care of a local authority or (ii) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making application to the setting. A 'Previously looked after child' is a child who was looked after but ceased to be so because he or she was adopted or became subject to a child arrangement order or special guardianship order.

(ii) 'Brother or sister': For admission to this setting, a brother or sister is defined as a natural brother or sister (i.e. another child of the same parents, whether living at the same address or not), or a half-brother/ half-sister or a step-brother/ step-sister or an adoptive or foster brother/ sister, living at the same address. A child will be given a 'brother or sister' priority if they have a brother or sister at the school or setting at the time of the child's application.

(iii) Distance is measured in a straight line from the address point of the pupil's house, as set by Ordnance Survey, to the nearest school gate available for pupils to use. This is calculated using the AddressBase Premium System.