



Stocksbridge Nursery Infant School

Nursery Admissions Policy

Where spaces are available, Stocksbridge Nursery Infant School Nursery accepts all children following their 3rd birthday.

Registration and Requirements

To register a child, you must:

- Complete a registration form with a member of the school admin team. This can be done when your child is any age.
- You will be required to show the school office staff the child's original birth certificate or passport, whose number will be recorded for our files (if you wish to apply for the free entitlement).

Admissions

Priority of Admission

Following a child's 3rd birthday, a written offer of a place will be sent to the address on our records as soon as a place becomes available. Priority is based entirely on the child's date of birth.

Offering Your Child a Place

Places will be offered as follows:

- **September entrants** will be notified of their places by the **previous May**.
- **January entrants** will be notified of their places by the **previous October**.
- **Summer term entrants** will be notified of their places by **previous March**.

Accepting Your Child's Place

You must accept the offer of a place in writing ASAP as allocation of preferred sessions is decided on a first come first served basis. We ask that you reply within **two calendar weeks**, otherwise the place could be re-allocated. Your child would remain on the waiting list for the next entrant point.

Appeal

If a place or requested sessions are unavailable, parents have the right of appeal to the Full Governing Body. Parents will need to write to the Full Governing Body detailing their reasons for appealing against the decision.