



Nursery Admission Arrangements for Laurance Haines for 2020-21

Provision

Hertfordshire County Council has a duty to provide access to 15 hours of free early education for all three and four-year olds in Hertfordshire, who wish to take up their entitlement. From September 2017 an additional 15 hours of free education and care has been available to children whose parents qualify.

All children from the term after they are three are entitled to 15 hours of free early education for 38 weeks per year (term time only) until they start full-time school. Laurance Haines is able to offer a maximum of 15 places to children whom are entitled to 30-hour provision and then a maximum of 45 places to children whom are entitles to 15-hour provision. Laurance Haines operates a single intake to the nursery in September, enabling children to take up their nursery place in the September following their third birthday.

In partnership with local Nursery classes, Laurance Haines will adhere to the following timeline when dealing with applications:

Deadline to apply to your chosen school/s	Friday 28 th February 2020 – 9am
Offer letters sent by schools to parents/carers	Monday 9 th March 2020 (via email)
Deadline to accept place and return paperwork to chosen school	Friday 20 March 2020 – 9am

To apply please complete the register of interest electronically using the link on the school website. Once your child has been accepted in to our Nursery class you will be required to submit additional data. Paper applications are available from the office upon request or please email for information.

Oversubscription criteria to Laurance Haines Nursery

All schools and academies must admit a child with an Education, Health and Care (EHC) plan that names the school. Should the Nursery be oversubscribed the following criteria for admissions will apply in the following order of priority:

Rule 1: Children looked after and children who were previously looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order) *.

Rule 2: Medical or Social

Children for whom it can be demonstrated that they have a particular medical or social need to go to the school, this includes children previously from abroad who were cared for by the state because he or she would not otherwise have been cared for adequately and subsequently adopted.

A panel of officers will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically to the school applied for under Rule 2 and must clearly demonstrate why it is the only school that can meet the child's needs.

Rule 3: Sibling Children who have a sibling on the roll of the school or linked school at the time of application*.

This applies to reception through to Year 5.

Rule 4: Children of school staff where:

- the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; and/or
- have been recruited to fill a post for which there is a demonstrable skill shortage. In all cases, the member of school staff must have parental responsibility (sole or shared) for the applicant.

Rule 5: Nearest School

Children for whom it is their nearest school or academy. This includes all schools except those which allocate on the basis of faith.

Rule 6: Distance

Children who live nearest to the school.

Children not considered under rule 5 will be considered under rule 6.

Rule 7: Any other children

Tie Break

When there is a need for a tie break where two different addresses are the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random. Every child entered onto the HCC admissions database has an individual random number assigned, between 1 and 1 million, against each preference school. When there is a need for a final tie break the random number is used to allocate the place, with the lowest number given priority.

Continuing Interest

After places have been offered, Laurance Haines will maintain a continuing interest (waiting) list. A child's position on a CI list will be determined by the admission criteria outlined above and a child's place on the list can change as other children join or leave it. The school will contact parents/carers if a vacancy becomes available and it can be offered to a child.

In Year Admissions

As an academy we co-ordinate all of our own in-year admissions. If you would like to apply for a place at **Laurance Haines** School please contact the school on 01923 233 146. If we do not currently have a place, please contact the school and we can advise you on the status of our current waiting list.