



Shireland Hall Primary Academy Nursery Application Parent Information

We would like this opportunity to thank you for applying for a Nursery place at Shireland Hall Primary Academy. We are delighted to be such a popular choice! This information sheet has been designed to help you understand the process, but if you have any queries please come and speak to us.

Procedure overview

Please see the Nursery Admissions Policy for full details on how your application is processed. We ensure consistency and our admissions priorities are highlighted below.

Nursery Admission Priorities:

- 1) the child is in public care (LAC)
- 2) the age of the child; children cannot be admitted before their third birthday and priority is given to children who will be eligible for a Reception place the following academic year
- 3) if the child has siblings at Shireland Hall Primary Academy
- 4) proximity of home address to the school (proof of address will be required)

Exception: if a child has a specific need which is best catered for by Shireland Hall Nursery - as determined by a medical or social care professional - they will take priority over other applications.

What we will do:

- Contact you formally if your child is given a place in Nursery.
- Hold your application safely where it will remain on file and on our waiting list unless you withdraw it.

What you can do:

- Apply to as many other schools or nursery settings
- Contact us with queries
- Inform us if you no longer want the place
- Inform us of changes to circumstances or contact details
- Respond to us when/if offered a place

Key information:

- Nursery spaces are not guaranteed. Submitting an application does not mean you will automatically be allocated a space.
- You must apply for a Reception place through the Local Authority the spring before the academic year in which your child turns five years old. Having a Nursery place at Shireland Hall does not guarantee that your child will be allocated a Reception place at the school.

If you have any queries please do not hesitate to contact us. We will always do our best to get back to within a reasonable amount of time. We would appreciate your patience as we are often very busy.