



Everyone

Smiles

Here

Esh Church of England Primary School

Nursery Admissions Policy

September 2025

Date Approved by the Governing Body: February 2024

Review by: September 2025

Nursery Admission Policy

In September 2025, we will have 13 full-time equivalent places in Nursery. **Please note a place in our Nursery does not guarantee a place for your child in Reception.**

If there are more applications than places available, Nursery places will be allocated using the criteria set out below, in order:

- 1. Looked-after children and children who were previously looked after**, but ceased to be so because, immediately after being looked after, they became subject to an adoption, child arrangements or special guardianship order **including children previously in state care outside of England** who have ceased to be in that state care as a result of being adopted.

Notes:

By a “looked-after child” we mean one in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. An adoption order is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A ‘child arrangements order’ is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14). A ‘special guardianship order’ is one appointing one or more individuals to be a child’s special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).

Children previously in state care outside of England means children who have been looked after outside of England by a public authority, a religious organisation or another provider of care whose sole purpose is to benefit society. The care may have been provided in orphanages or other settings. In the case of children adopted from state care overseas, the admissions authority will require evidence that a child is eligible by asking the child’s parents or carers for appropriate evidence of their previously looked-after status.

A ‘child arrangements order’ is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14).

A ‘special guardianship order’ is one appointing one or more individuals to be a child’s special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).

- 2. Children with a normal home address in the parish of Esh.**

A map showing the boundaries of the parish is attached at appendix 1

3. Children who at the time of admission will have siblings attending the school (inc Nursery).

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.

4. Faith criteria: Church of England.

Children and/or one or more parents who attend public worship at a Christian church at least monthly for a period of not less than 12 months prior to the closing date specified on which the application is submitted.

'Christian church means any church which is designated under the Ecumenical Relations Measure nationally by the Archbishops of Canterbury and York or locally by the diocesan bishop, or is a member of Churches Together in England, or the Evangelical Alliance, or a partner church of Affinity'

This criterion means physical attendance at an act of public worship. Online worship and private prayers in the church building do not meet this requirement.

Applications for faith places must be supported by a letter from an authorised minister or two office holders of the church or faith community.

5. Medical or social criteria: Pupils with very exceptional medical or social factors directly related to school placement. Applications must be supported by written evidence from a doctor or other professional practitioner, setting out the particular reasons why our school is the most suitable school, and will be considered on a case by case basis, as assessed using the Local Authority criteria.

6. Other Children.

Tie breaker

Where there are places for some, but not all, applicants within a particular criterion, distance from the front door of the home address (the front door of a block of flats) to the main entrance of the school will be the deciding factor.

In assessing home to school distance the school measures by the shortest walking route. Routes are measured from the centre point* of the child's house, or in the case of a flat from the centre point* of the building, to the nearest school site entrance. A Geographical Information System (GIS) is used to identify and measure the shortest walking route. The GIS identifies routes on the Ordnance Survey Integrated Transport Network (ITN) and Urban Paths Network (UPN), which are

national recognised datasets. The school will not include any other routes. In all cases the GIS identifies the route to be measured by connecting in a straight line the centre point* of the child's house to the closest point on the nearest route on the ITN/UPN.

*In accordance with the co-ordinates of the Basic Land and Property Unit on the National Land and Property Gazetteer.

The home address is the child's permanent address where he or she generally resides. If a place is offered on the basis of false information, or if parents do not respond within the stated timescale to the offer of a place, the Governing Body reserves the right to withdraw their offer. In the event that two distance measurements are identical, the school will use random allocation to decide which child should be offered the place. The process will be conducted in the presence of a person independent of the school.

Waiting List

As a school, we operate a waiting list for Nursery admissions and parents can apply for his or her child's name to be placed on our Nursery list **at any time** by completing our Nursery Application form. Children are normally admitted to Nursery in the September after their third birthday, unless places are available in Nursery for children to start the term after their third birthday. Applications for places for September 2025 should be received by **12pm on Thursday 10th April**, at which point the Nursery admission list will be closed (any applications received after this are considered late applications).

Places will not be allocated on a 'first come first serve basis'. The process of allocating places will begin on **Monday 28th April** using the criteria outlined above. **Any applications received after this date, will still be added to the list but will only be offered a place if applications have not exceeded the places available.** We will then send out offer emails on **Tuesday 6th May** to confirm the offer of a Nursery place and, at this point, parents will be able to select their preferred offer of attendance within the provision. Parents have two weeks to accept the offer of a Nursery place, however, session options will be allocated on a first come first serve basis.

If there are fewer applications than the number of places, we will continue to offer Nursery places until full. This may include offering places throughout the 2025-26 academic year to children who are eligible.

Appeals

Parents do not have a statutory right to appeal against the admission authority's refusal to award a place to their child. However, if you feel that the admissions criteria stated above has not been fairly applied to your child, then you may register a complaint using the normal complaints procedure. People who wish to submit a complaint against an admissions decision should refer to the Complaints Policy, which is available from the School's website.

Other information

If you wish your child to attend Esh Church of England Primary School, you must fill in an application form, even if you live in the admission zone for the school.

The child's home address is the address of the parent/carer receiving the child benefit. The addresses of childminders or family members sharing in the care of children must not be used.

Parents who wish their child to attend Esh Church of England Primary School are welcome to visit the school for a tour and an initial discussion with the Head Teacher.

Further details are available from:-

**Mr A Park
Headteacher
Esh CofE Primary School
Front Street
Esh
Durham
DH7 9QR**