

**ADMISSIONS POLICY  
FUNDED TWO-YEAR-OLDS  
SEPTEMBER 2014**

***Ofsted registration number : EY 462462, active July 2013***

From September 2013 Bushy Leaze will accept a limited number of children aged from 2 years old who qualify for free two-year-old funding.

<p>Admission criteria</p> <p>A maximum of 12 nursery places per year will be allocated.</p> <ul style="list-style-type: none"> <li>• Children must be eligible/approved for funded 2 year old place</li> <li>• <b>Where there are more children than places, priority will be given as follows (see main admissions policy)</b> <ul style="list-style-type: none"> <li>○ Children in care</li> <li>○ Children with additional or special educational needs</li> <li>○ Professional referral including Health Visitor , Children's Centre team</li> <li>○ Priority wards</li> <li>○ <b>Children aged N1 or R-2</b></li> </ul> </li> </ul> <p>Where there are more applicants than spaces a waiting list will be established. When spaces become available children will be allocated from the waiting list in order of the priorities listed above. Length of time on the waiting list and address will not be considered.</p>
<p>Offer</p> <p>Each application (&amp; referral) will be discussed by Senior Leadership Team panel. Headteacher has the final say. A simple family plan will be drawn up with parents which will include</p> <ul style="list-style-type: none"> <li>• The proposed 'route' i.e. <ul style="list-style-type: none"> <li>✚ 2 year old route into nursery including engagement with Children's Centre services</li> <li>✚ 2 year old route to SEN place</li> </ul> </li> <li>• Pattern and hours of attendance - 10, 12.5, 15 hours per week. Not more than 3 hours/day. Usually across up to 5 mornings or 5 afternoons. Split placement with another setting or child minder is possible</li> <li>• Induction and pre-admission support from/ engagement with Children's Centre e.g. PEEP course, Special Parents, Special Kids (SPCK) parenting course</li> </ul> <p>Children on the waiting list will be supported by the Children's Centre where appropriate and if necessary with accessing another setting.</p>
<p>Induction to include</p> <p>Home visits 'All About Me' form Assessment of child/family needs, including WellComm if appropriate Parent and child stay &amp; play in nursery Phased entry PEEP course/ SPCK/ Incredible years (Children's Centre)</p>

