



# Grange View C. E. Primary School

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At Grange view we let our light shine, always sparkle and strive to achieve our God given potential.



*Let your light shine brightly before others.*

Matthew 5:16

## Our Ethos

The children are living a Christian life where they aim to flourish and thrive, thinking about our core Christian Values; Friendship, Forgiveness, Respect, Perseverance and Community to become lifelong learners.

## Our Aims

- To provide a stimulating and secure environment, inclusive of children from all faiths and cultures.
- To provide an engaging, meaningful and relevant curriculum that equips all learners with the necessary skills for their educational journey.
- To value all individuals and support them to reach full potential and create an atmosphere of equal opportunity where expectations are high.
- To grow caring citizens who value the world we live in and celebrate moments of awe and wonder.
- To offer opportunities for collective reflections and inspire spiritual development that shape daily lives.
- To help the children to form values which will allow them to make moral choices throughout their lives, not just during their school years.
- To work in partnership between home, school, church and the wider community.



# Grange View C.E Primary School

## Admissions Policy

### 2-Year-Old Admissions Policy

This is the 2-year-old provision policy set out by the governors of Grange View CE Primary School for admission into our provision.

- The admission number at Grange View CE Primary School allows up to the equivalent of 10 part time places.
- Parents should contact the school as soon as possible and complete an application form. The school will record the application.
- Any places remaining unfilled can be allocated to late applicants who have missed the above deadlines.
- Securing a place in our 2-year-old provision does not necessarily secure a place or give greater entitlement to a place in the Nursery class.

Where services are over-subscribed, the following priority for admissions has been agreed:

1. Birth Order
2. On a first come first serve basis.
3. Waiting list children will be given a place before existing additional places.

Places will always be confirmed by the setting manager by telephone / email.

Government funding for early education can be used for hours within funded sessions, and the additional paid-for hours will be charged at the amount required. Fully funded sessions may be available subject to eligibility and the availability of sessions and staffing arrangements.

### Nursery Admissions Policy

Parents do not have a statutory right to appeal to an independent appeal panel in relation to nursery admissions so it is essential, therefore, that all admissions decisions can be justified by reference to the following criteria.

**The Northumberland County Council Schools Admissions Policy states that:**

**Individual Governing Bodies set the Admission Policy for the nursery class attached to their own school. The criteria should reflect available nursery provision within the wider community and not just the school's catchment area. There is an expectation that any child attending a nursery class should remain in that setting until transfer to a reception class.**

All children have an entitlement to 15 hours per week free early years education for 38 weeks a year from the beginning of the term following their third birthday. Some children from eligible working families are also entitled to an additional 15 hours of free childcare. This entitlement can be accessed flexibly across a range of providers with Local Authority



maintained nurseries offering all or some of the free entitlement. Grange View CE Primary School is able to provide up to 30 hours of early education.

This is the nursery policy set out by the governors of Grange View CE Primary School for admission into our maintained nursery provision.

- The admission number at Grange View CE Primary School allows up to the equivalent of 26 part time places (or a combination of both with most children taking up 15 hours and some entitled to 30 hours).
- Parents should contact the school as soon as possible and complete an application form. The school will record the application.
- Subject to availability of places, children who reach the age of 3 before 31st August will be considered to start nursery at the start of the Autumn term and would attend nursery for 3 terms before joining the Reception class. Children who reach the age of 3 before 31st December will be considered to start nursery at the start of the Spring term and would attend nursery for 5 terms before joining the Reception class. Children who reach the age of 3 before 31st March will be considered to start nursery at the start of the Summer Term and would attend nursery for 4 terms before joining the Reception class
- Subject to availability, the school is able to offer up to 26 part-time places or 13 full-time (30 hour) places in the nursery for current nursery children.
- Any places remaining unfilled can be allocated to late applicants who have missed the above deadlines. Securing a place at nursery does not necessarily secure a place or give greater entitlement to a place in the Reception class. These places must be applied for following Northumberland County Council's Procedure.
- If the nursery is oversubscribed the following criteria, in order, will be used to allocate places. This criteria will also be used in allocating 30-hour places.

## Admission criteria

1. Looked After Children
2. Children an Education and Health Care Plan (EHCP) naming Grange View Primary School as the appropriate provision to meet the child's needs
3. Children who have a sibling living at the same address and who will still be attending Grange View Primary School at the time of entry.
4. Proximity to the school with those living nearest being admitted first (distances will be measured using a straight line between school and home)
5. Chronological order of dates of birth with the oldest being admitted first.

NB: We would like to make clear that parents eligible to 30 hours MUST reconfirm by the end date stated on their eligibility code issued by HMRC. Where we are notified by the Local Authority that you have missed your reconfirmation deadline date or that you are no longer eligible, your place will enter into a grace period, as set out in Regulations 2016, determined by HMRC or a First Tier Tribunal in the case of an appeal. In these circumstances we will contact you about the end of your free extended entitlement place. It is therefore extremely important when taking up your child's place that you are fully aware of the importance of reconfirming your eligibility code and what this means for you and your child.



## Important dates

	Last date for applications (prior to 3rd birthday)	School will notify parents by	Date Child will start school
Children who reach the age of three before 31st August	31st March	31st May	Start of Autumn Term (September)
Children who reach the age of three before 31st December	31st July	30th September	Start of Spring Term (January)
Children who reach the age of three before 31st March	30th November	31st January	Start of Summer Term (April)

A child can be considered for a place in a nursery class from the of the child's third birthday. This will normally be for between three to six terms prior to entry into mainstream school.

If you would like your child to come to this nursery, you must complete an application form and send or bring it to this school when your child is 1 years old, or as soon as possible after that. The governors will consider applications by first prioritising the over-subscription criteria and in age order, oldest children being given priority within the criteria. They will let parents know by letter of their decision where possible at least one term before admission. If your child is offered a place, you must confirm your acceptance to the school within two weeks otherwise the school may have to refuse places for other children unnecessarily.

The final decision on when a child is admitted, the number of sessions a child is able to attend and his or her pattern of attendance, rests with the headteacher.

## Other information

### 1. Applying for a place in Year R (FS2)

Admission to a reception class will be in accordance with the County Council's Admissions Policy for community and controlled first schools. **Admission to a nursery unit/school does not constitute any right of entry to the nearest local school, and places will be allocated according to that school's admissions policy.**

Parents have the right not to send their children to school until the beginning of the term following their fifth birthday. Only in exceptional circumstances can children remain in the nursery beyond the normal admission date for reception classes (i.e. The September of the school year concerned).

### 2. Transport

Transport from home to the unit/school will only be provided where the child has been directed to the placement as part of a SEN assessment or statement against agreed criteria.

In such circumstances, transport can only be recommended following an assessment of individual need by Children's Services.

### 3. Schools and those with parental responsibility for a child:

(Guidance from the Department for Education and Skills)

The definition of a *parent* in the Education Acts includes:

- all natural parents whether they are married or not;
- any person who, although not a natural parent, has *parental responsibility* for a child or young person; and
- any person who, although not a natural parent, *has care* of a child or young person.

Having *parental responsibility* means assuming all the rights, duties, powers, responsibilities and authority that a parent of a child has by law. It is defined by the Children Act 1989. It gives parents the legal right to make decisions and choices, such as where the child will live or go to school etc. If the parents were married to each other at the time of a child's birth, or if they have been married to each other at any time since the child's conception, they each have

*parental responsibility*. Having *care* of a child or young person means that a person who the child lives with, irrespective of what their relationship is with the child, is considered to be a parent in education law.

Date: February 2026

Signed: *R Griffin*

R. Griffin

Chair of Governors

Review: Summer 2027

***The governors at Grange View CE Primary School believe that everyone has a right to learn, to be respected and to be safe. We are intent on providing a caring, safe, happy and healthy environment for all our pupils, guided by the teachings of Jesus in delivering our Christian values and vision. We seek to enable all to flourish and achieve their full potential where both British and Christian values of care, kindness and respect are at the heart of all we do. The governors in all decision making work collectively and collaboratively to enable everyone to 'SPARKLE'.***

