

NOTTINGHAM DIOCESE ST PHILIP NERI WITH ST BEDE CATHOLIC VOLUNTARY ACADEMY
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Ideally, this form should be completed not later than 12 months before the date of the child's third birthday. Applications must be accompanied by a copy of the birth certificate. (We will copy the original for you in school)

Please also read our prospectus before completing this form:
 go to www.st-philipneri.notts.sch.uk for further information.

Surname of child:			
Forename(s)		Date of birth	/ /
Parent(s) / carer(s)			
Usual home address		Postcode	
Telephone			
Mobile			
Email			
Preferred session	AM / PM Please circle preference		

The data on this form will only be used within the School admissions system, and will not be divulged to any third party outside the School in accordance with current Data Protection legislation.

Your name(s) in BLOCK CAPITALS		
Your signature(s)		
Date		

Please note that a place in the Nursery does not guarantee a full-time school place.

ST PHILIP NERI WITH ST BEDE CATHOLIC VOLUNTARY ACADEMY

NURSERY ADMITTANCE PROCEDURE

The governing body has the responsibility for admissions to this school and can have up to 78 part-time Nursery pupils – 39 morning and 39 afternoon places.

The children are admitted according to their birthday. Children whose 3rd birthday falls between 1 January and 31 March will be admitted in the following April, children whose birthday falls between 1 April and 31 August will be admitted in the following September and those children whose birthday falls between 1 September and 31 December will be admitted in the following January. **This is providing a place is available.**

At any time if there are more applications for places than the number of places available, places will be offered strictly according to date of birth.

Application Procedures and Timetable:

Applications must be accompanied by a copy of the Birth Certificate.

Parents will be notified of a child's place by the half term before admission to Nursery. This notification will be by letter and include:

- The date of admission
- Invitation to attend a new parents meeting
- Children and parents will have the opportunity to attend three Nursery sessions for half an hour to prepare for starting Foundation Stage.
- An acceptance form to be completed by parents. Failure to return this form acknowledging acceptance of the Nursery place could result in the offer of a child's place being withdrawn.
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However, if a place is not available at the expected time of admission, parents will be informed and a place will be offered as soon as it becomes available. As there is no right of appeal for pre-statutory school age pupils, the Head Teacher's decision is final.

Whilst every effort will be made to accommodate parental preferences, decisions with regard to the allocation of morning or afternoon nursery places rests with the Head Teacher taking such issues as class size and gender balance into account.

It should be noted that admission to the Nursery class does not guarantee a subsequent place in the Reception class (FS2) of the school.