



## Little Chestnuts Admissions Policy

*Successful acceptance in Little Chestnuts has no direct impact on the likelihood of acceptance in Woodmancote School.*

Little Chestnuts accepts children aged 3 and 4 years. Children may begin, subject to a place being available, at any time once they reach the age of 3 years old.

Little Chestnuts can accept a maximum of **30 children** per session.

We accept any child within these registered numbers, including those children who are entitled to the Government Funding, and will not discriminate against children or their families for reasons such as race, sex, religion or ability.

Nursery Funding is provided from the Government via the County Council. Every child is eligible for up to 15 hours funded per week, from the term after they reach 3 years old. Some families may be entitled to 30 hours free funding, or 2 year old funding which may be used for children aged 3, prior to receiving their 3 year old funding. For more details please visit <http://www.gloucestershire.gov.uk>

Parents can apply for a place for their child by contacting the school office, [admin@woodmancote.gloucs.sch.uk](mailto:admin@woodmancote.gloucs.sch.uk), tel. 01242 674312 to obtain an admissions form which must be completed and returned to the school.

Once our numbers are full, we arrange our waiting list on a date of application basis. In addition, our policy may take into account the following:

- Particular circumstances affecting the family e.g 'looked after children'
- Referrals from outside agencies
- Siblings already attending Little Chestnuts
- The vicinity of the home to Little Chestnuts

When applying for a place parents are asked to specify preferred days/sessions and we will try our best to accommodate this.

An 'offer of a place' will take place during the half term before the place is required, or immediately if the place is required with immediate effect and there is availability. If the place is required with immediate effect and there is no availability then the applicant will be placed on the waiting list and an 'offer of a place' will be made once one becomes available for that applicant.



Once a place is offered, it is a parent's choice whether to accept the offered place.

A place is only secured on receipt of the following:

- **A completed registration form**
- **A signed terms and conditions agreement**
- **A completed sessions booking form**
- **Your child's original birth certificate for us to copy and keep on file**
- **Your unique code for 30 hours funding or 2 year old funding, if applicable**
- **A completed funding declaration form for the term that they will begin at Little Chestnuts**

These documents will be sent out with the place offer letter. If they are not returned within 2 weeks of the place being offered then the offer will be withdrawn.

There is no appeals process for this allocation system

***Successful acceptance in Little Chestnuts has no direct impact on the likelihood of acceptance in Woodmancote School.***

Woodmancote School's admissions criteria is as follows:

- 'Looked after children' – children in the care of the local authority or those who subsequently become subject to adoption or residence.
- Children who will have siblings attending the school at the time the applicant child is admitted.
- Children with the strongest geographical claim, measured in a straight line from the child's ordnance survey address point to that of the school.

For details of Gloucestershire County Council's admissions process, that the school must adhere to visit [www.gloucestershire.gov.uk/education-and-learning/school-admissions](http://www.gloucestershire.gov.uk/education-and-learning/school-admissions)