



EWELL GROVE INFANT AND NURSERY SCHOOL  
29 West Street  
Ewell  
Surrey KT17 1UZ  
020 8393 4393

[info@ewell-grove.surrey.sch.uk](mailto:info@ewell-grove.surrey.sch.uk)  
[www.ewell-grove.surrey.sch.uk](http://www.ewell-grove.surrey.sch.uk)

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# NURSERY ADMISSIONS

## 2017 - 2018



## **INTRODUCTION**

Ewell Grove champions the right of children to have access to high quality education in their local community. The overarching aim of Ewell Grove is to be, and always remain, a school of excellence both in academic and social terms. We regard our school as a community that provides both context and opportunities for children to develop an understanding of cohesion, tolerance and respect. We develop high aspirations for our pupils and in return families have exacting expectations of us.

As children move through our school, from their earliest formative years, we build upon the experiences they have already gained. With our school foundations firmly rooted in Early Years principles we believe that the curriculum we offer must nurture, preserve and cherish the uniqueness of childhood.

## **INCLUSION**

We recognise the significance of inclusion and diversity within educational settings and the imperative to create and celebrate success for everyone. Through our school ethos and values, policies and practices we aim to eradicate discrimination and barriers to learning whilst improving participation and achievement for all.

## **THE NURSERY OFFER AT EWELL GROVE**

Ewell Grove offers 3 and 4 years old the entitled 15 hours weekly, free Nursery Education for 38 weeks per year (term-time only). Ewell Grove Nursery offers uses the 15 hour free entitlement using 5 morning/afternoon sessions per week of 3 hours per day. 26 places are available in Topaz morning nursery class and 26 places are available in Ruby afternoon nursery class. Admission is subject to an application being made and subject to application of criteria being applied and places being available.

If your child was born between **1 September 2013** and **31 August 2014** you can apply for a Nursery place at Ewell Grove for September 2017; children at Ewell Grove are eligible for up to 15 hours free early education in the term following their third birthday.

## **EWELL GROVE NURSERY SESSION TIMES ARE AS FOLLOWS:**

|                                |  |
|--------------------------------|--|
| Morning Session (Topaz Class)  | 08:30 to 11:30 five mornings per week  |
| Afternoon Session (Ruby Class) | 12:30 to 3:30 five afternoons per week |

***NB:*** We appreciate that some parents will want to combine drop-off with siblings, either here or elsewhere, therefore you will be able to drop off your child in Topaz Class anytime between 8:30 and 9:00 am or collect your child in Ruby Class anytime between 3:00 and 3:30 pm

## **EWELL GROVE NURSERY LUNCH CLUB**

Lunch Club will operate for both nursery classes between 11:30 and 12:30. Places are subject to availability and will be offered on a first come first served basis. Nursery Lunch Club is in addition to the 15 hour free entitlement offer, providing parents with the option of provision for a further 5 hours per week. Parents are required to provide their child with a packed lunch. Ewell Grove will provide milk and/or water. Please note nursery aged children are not eligible for Universal Free School Meals.

There will be a charge of £4 per Lunch Club session to attend; this offers parents up to five further hours of supervision a week for £20. Parents of children that qualify and register for Early Years Pupil Premium will receive a 50% reduction on this cost; the remainder will be covered by the additional Early Years Pupil Premium funding paid to the school. The sessional charge for Nursery Lunch Club will be reviewed annually by the Governing Body. No funds from the Ewell Grove's delegated budget or School Fund will be used to subsidise the overall running costs of this service.

Lunch Club is provided as a flexible arrangement giving parents the choice of which days to attend. However, sessions must be arranged with Ewell Grove and paid for in advance by the date advised. Ewell Grove will not refund a session payment that a parent has booked, but chosen or been unable to use – this includes if a child is absent. A session payment cannot be 'carried over' in lieu of a session missed for any reason. Lunch Club arrangements will be cancelled if notification and payments are not in line with those outlined in this policy. Payment cannot be made retrospectively.

We understand that events can occur that require parents to find unexpected cover for their child over the Lunch Club period of 11.30-12.30. If a place has not been booked in advance, parent can always enquire if one is available at short notice. Ewell Grove will always seek to support a family in these unavoidable circumstances if able to do so.

## **PAYMENT METHODS**

Payment for Nursery Lunch Club should be made online through 'Tucasi'; the link for this can be found on the school website <https://www.scopay.com/ewell-grove>. In order to make your payment you will need to set up an account and enter a 'online link code'. This personal code will be sent home with your child during their first week at Nursery.

## **NURSERY ADMISSION CRITERIA FOR EWELL GROVE**

Applications for entry to Ewell Grove Nursery in the academic year 2017/18 will be ranked according to the following criteria:

### **PRIORITY A – LOOKED AFTER AND PREVIOUSLY LOOKED AFTER CHILDREN**

Children who are or have previously been registered as being in the care of a Local Authority for example, fostered or living in a children's home.

### **PRIORITY B – SOCIAL OR MEDICAL NEED FOR A PLACE AT EWELL GROVE**

Places will be allocated to children with a statement of special educational needs or where written evidence from a professional is included with the application detailing how 'in their professional judgement' the place will benefit the development of the child.

Examples of special educational needs (in no specific order) might include:

- Emotional and behavioural problems
- Hearing difficulties
- Lack of personal interaction and stimulation
- Physical disabilities
- Speech and language problems
- Visual difficulties
- Children who are referred by the education psychological service

In this category children with social needs may also be admitted. Social need will be assessed against the information gained by the school from professional agencies working with the family.

Examples of social need which may be considered (in no specific order) might include:

- A child with a confined play space (those living in a bedsit, top floor flat, hostel, caravan, mobile home or children with no garden)
- A child with a parent living in accommodation protecting them from domestic violence
- A child in the sole care of a family member other than a parent
- A child of parents with disabilities or a child who has siblings with disabilities
- A child who is cared for by a 'Young Carer'

**PRIORITY C – WHERE A CHILD IS EXPECTED TO HAVE A SIBLING ATTENDING EWELL GROVE AT THE TIME OF ADMISSION**

A sibling is a child who will have a brother or sister (including children living as siblings within the same family unit) attending Ewell Grove Infant and Nursery School at the time of the sibling's admission.

**PRIORITY D – CHILDREN WHO WILL TURN 4 YEARS OLD BETWEEN THE 1<sup>ST</sup> SEPTEMBER 2017 TO 31<sup>ST</sup> AUGUST 2018**

This is to give priority to older children who will be due to transfer to Reception in September 2016 and hence have only one year left to attend nursery.

If parents believe that their child is eligible under any of these categories supporting evidence must be included with the application form. Evidence submitted to the school after the 15<sup>th</sup> January will not be accepted

**FOR THE SPRING AND SUMMER TERM ADMISSIONS 2017 WHERE AFTERNOON VACANCIES ARE AVAILABLE ONLY:**

**PRIORITY E –**

In circumstances where there are vacant places in our afternoon Nursery class, and after priorities have been given using criteria A to D, children who have had their 3<sup>rd</sup> birthday and have applied to Ewell Grove Nursery for September 2017 will be able to benefit from additional nursery experience as follows:

|                                    |   |
|------------------------------------|---|
| If your child is born between:     | Children at Ewell Grove are eligible for up to 15 hours free early education in the term following their third birthday |
| 1st September – 31st December 2013 | Spring 2017   |
| 1st January – 31st March 2014      | Summer 2017   |
| 1st April – 31st August 2014       | Autumn 2017   |

Where any category is oversubscribed applicants will be ranked according to the straight line distance from the address they provide on the Application Form to the school. Ewell Grove will use the Admissions and Transport Team's Geographical Information System. The measurement for these purposes does not take into account the mode of transport used. The distance is measured from the address point of the pupil's house as set by Ordnance Survey to the nearest gate available for pupils to use.

The final decision with regard to the admission of Nursery places and the allocation of morning/afternoon sessions rests with the Governing Body of the School. Where Ewell Grove Nursery is oversubscribed we will maintain a waiting list and offer places from this in accordance with the criteria above.

**NB** – the priority criteria outlined in this document will only be used for the purpose of allocating a place at Ewell Grove Nursery. The criteria are not used for the purpose of the allocation of morning/afternoon sessions. Parents are given an opportunity to express a preference for morning/afternoon sessions on their application form, but these cannot be guaranteed.

Admission to Ewell Grove Nursery does not guarantee admission to our Reception classes. Applications for Reception must be made via Surrey County Council and be submitted by the statutory deadline in order to be considered.