

Nursery Funding & Admissions



For April 2020 Entry

If you would like your child to start in our Nursery in April 2020 you need to complete a registration form at your earliest convenience. We can offer both the 15hrs Universal Funding and 30hrs Extended Funding for all children the term after their third birthday.

Bunwell Primary School's nursery is led by qualified teachers, for children aged 3-4 years old. We are proud of our provision and, believe, we offer our children the best possible start. Our EYFS provision - Ladybirds Class - is an integral part of our wonderful provision here at Bunwell Primary School and the children get to enjoy and share our grounds, facilities and dedicated staff.

The Nursery provides a friendly, exciting, secure and stimulating learning environment where every child's contribution is valued. We aim to give each child a sense of achievement and success. Through practical activity children broaden their growing understanding of the world.

Admissions Criteria for Entry into the Nursery

Attendance in our nursery class does not guarantee a place in the reception class of our school.

Wherever possible, we will try to give your child a place at our nursery. Sometimes we may be able to offer you a place but the exact sessions you have requested may not be available.

If this is the case, we will let you know and we can have a discussion about what we can offer.

If there are no places available, we will add your child's name to our waiting list.

Sometimes there are fewer places than the number of children wanting them. If this happens, we use the oversubscription criteria (see below) to help us decide who will be offered places.

In the event that the Nursery is oversubscribed, pupils will be offered places in the following order:

1. Children aged three or four years' old who have an Education, Health and Care plan which names this school nursery will be offered a place.
2. Looked after Children (Children in Care) and previously Looked after Children (children who were looked after, but ceased to be so because they were adopted or became a subject to a child arrangements order or special guardianship order, immediately following having been looked after).
3. Children who are the subject of a recognised child protection plan (under current legislation and drawn up by social care services) where a specific school nursery placement is identified.
4. Children who are ordinarily resident in the catchment area by date of birth order.
5. Children with a sibling currently at the school. Sibling is defined in these arrangements children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
6. Children with a parent that works at the school (who has been employed for at least 2 years at the time of application)
7. Children who are ordinarily resident outside the catchment area by date of birth order.

In the event of the school being oversubscribed (in relation to any of the above criteria) priority for admission will be given to children who live nearest to the school as measured by using Ordnance Survey data to plot an address in this system. Distances are measured from the main entrance of the child's home to the main entrance of the school.

Funded Hours

All children are entitled to up to 15 hours of funded universal nursery provision following their third birthday.

Some children will also be entitled to an extended entitlement of an additional 15 hours of funded nursery provision. The additional 15 hours of funded childcare is available for families where both parents are working (or the sole parent is working in a lone-parent family), and each parent earns the equivalent of 16 hours a week at the national minimum or living wage, and earns less than £100,000 a year. To find out if you are eligible for the new extended funding please go to: <https://www.childcarechoices.gov.uk/>

For further help, please contact:

Family Information Service 01603 223501 fis@norfolk.gov.uk

Early Years Finance Team 01603 222300 (Op 2) earlyyearsfinance@norfolk.gov.uk

When applying for the extra 15 hours to entitlement the family to 30 funded hours you must apply the term before the hours are due to be used:

These are taken from the Norfolk recommendations October 2019

Closing date for application of hours:	Date for funded hours to begin:
31st August	1st September (after summer holidays)
31st December	1st January (after Christmas holidays)
31st March	1st April (after Easter holidays)

Once the code is obtained (an 11-digit code), families must provide this, together with their details to Bunwell Primary School and Nursery. Parents must re-confirm their details with HMRC every 90 days otherwise the funding will cease at the end of a grace period.

Parent/Carer Booklet

This parent booklet provides families with information on their funded hours and is a recommended read by the Early Years Finance Team.

<http://www.schools.norfolk.gov.uk/view/NCC179787>

How long are the Nursery sessions?

Sessions last for 3 hours and you can choose between mornings only or a full day.

<u>Morning Session</u>	<u>All Day Session</u>
8.50am to 11:50am	8.50am to 3.15pm

What sessions can my child attend?

We are flexible! If you are eligible for the 30 hours of funded childcare - it will be up to you and what your needs are whether you want your child to extend by 3 or 15 hours. In total your child is entitled to 30 hours funded childcare as long as you are eligible.

You can split your funding between two settings - which means your child can attend Bunwell and also another nursery or childminder. We would hope that your child would be with us throughout their Early Years education but we realise that parents need the flexibility to split between two settings due to their personal circumstances.

Application from 15 to 30 hours needs to be agreed by County the term before your child is due to start. With this in mind you may need to think about increasing hours and how this applies to your individual circumstances before the term commences.

You can buy extra sessions too. If you are using all your universal 15 hours and are not entitled to the extended 15 hours, then you can buy sessions. These are payable in advance and are £3.65 per session. The school office will organise this for you. Please note that extra sessions are only available if the nursery is not full. Termly sessions need to be booked each half term so that new children joining us are not disadvantaged.

How do sessions get allocated?

Sessions are allocated on a first come first served basis once parents are offered places. Parents will be asked to submit a request using the form provided at the time. Informal requests will not receive priority. Sessions will then be allocated by school staff and offered to you. The school cannot guarantee that you will be offered all your choices as that will depend on sessions already taken up by existing children.

Lunch Time

Lunch is from midday to 1:15pm each day. You can either provide your child with a packed lunch or they can have a select from a choice of four lunches provided by the school, which is currently £2.30 and would need to be ordered the week before through a WisePay account. Please speak to the office if you would like us to set you up with an account.

Breakfast and Afterschool Club

We have a Breakfast Club and an After School Club available for all children, run through Carleton Rode Playgroup. Breakfast Club starts from 7.30am and After School Club runs until 6.00pm. There is a charge for these as our nursery provision is sessional and not a day care facility. For more details contact Carleton Rode Playgroup on or via email

enquiries@carletonrodeplaygroup.org.uk

Applying and Booking Sessions

Please complete a registration form which is available either from the school office or the school website.

Would you like to know more?

If we haven't answered all of your questions, please do not hesitate to contact us we are always happy to help. Telephone: 01953 789318 or email: office@bunwell.cce.coop
Our Nursery Handbook gives further information, also available on the school website.