



# BAYLIS COURT NURSERY SCHOOL

## Two Year Olds Admission Policy 2022-2023

### Introduction

This policy will support disadvantaged children and families and will focus on 2 year olds who are more likely not to have experienced play and learning opportunities outside the home, and might fail to achieve their full potential.

Good quality pre-school experiences are directly related to the better cognitive, social and behavioural development of young children.

A separate policy for admission into the main nursery applies.

### Entitlement<sup>1</sup>

Not every child aged 2 is eligible for 'Early Education for Two Year Olds'. The current eligibility criteria have been set by the government.

Places are available to children of parents who are in receipt of the following income-related benefits:

- Income support
- Income-based Jobseeker's Allowance
- Income related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The 'Guarantee' element of State Pension Credit
- Child Tax Credit
- Those who are in receipt of Working Tax credit and have an annual income that does not exceed £16,190\*
- Or a child who is looked after by the local authority
- Or a child has an Education, Health and Care Plan
- Or a child attracts a Disability Living Allowance (please include evidence with your application)
- They have left care under a special guardianship order child arrangements order or adoption order.

\* Subject to change.

If you think you are eligible, please complete the online free early learning form on the Slough Borough Council website: [Free early education for 2 year olds – Slough Borough Council](#). The details you provide will be used to check your eligibility. In some cases, further details and evidence of income may be required.

1. Every entitled 2 year old can have up to 15 hours free early years education in the term following their 2<sup>nd</sup> birthday subject to availability of places.
2. At Baylis Court Nursery School the 15 hours provision is allocated 3 hours per day over 5 days per week. Parents and carers will not be allowed to defer allocation of sessions to following weeks or terms.
3. Children will take up places at the start of the term, moving children from one nursery setting to another mid-term is not recommended unless there is evidence of exceptional circumstances for doing so, or if the family have moved into the area.  
For admission purposes the start of the term is defined as 1<sup>st</sup> September, 1<sup>st</sup> January and 1<sup>st</sup> April.
4. Children in this provision will be given priority into the 3 and 4 year old nursery classes to ensure continuity in their nursery education.



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### **Allocation of Places**

1. Children who are 'Looked after' in accordance with section 22 of the Children Act 1989.
2. Children who are on the Child Protection Register.
3. Children who are the subject of an EHCP statutory assessment or an EHCP.
4. Children who have social reasons supported by a relevant professional, for them to attend a particular school nursery class.
5. Children who have siblings attending the nursery school at the time of admission.
6. Children in lone parent families who have no other local family support.
7. Children from the normal area of the school in date of birth order.

### **Notes:**

- (a) Transport may only be provided where a child has been directed to a placement as part of an EHCP assessment or statement.
- (b) Regular attendance is required to maintain a place in the 2 year old provision at Baylis Court Nursery School. Close liaison should take place with health visitors or social workers if there are concerns regarding a child's attendance.
- (c) No place will be allocated without the completion of a 'Free Early Learning For Two Year Olds' application form.
- (d) Vacancies arising during a school year should be filled from the waiting list using the published criteria.
- (e) If Baylis Court Nursery School has no vacancies parents/carers will be advised to contact the Families Information Service for advice on other early years providers and settings.
- (f) There are no statutory appeal entitlements for parents/carers refused a place at Baylis Court Nursery School. Parents should follow the following procedure if they have cause to complain:
  - put their concerns in writing to the school's governing body who will consider the complaint in accordance with their complaints procedure.
  - if not satisfied they should write to Local Authority's Early Years manager who will investigate the complaint;
  - where parents/carers are still not satisfied with the decision they can then complain through the courts or the Local Government Ombudsman.