



ADMISSIONS POLICY



September 2021

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Next review	September 2022	

Admissions Policy

Children may enter Brackenfield School Pre-Nursery from the point of their second birthday. Unless parents have been informed of a shortage of places before their child enters the school, this guarantees a place in the Reception Class of our Infant Department which they join in the September following their fourth birthday. For families who do not wish their child to continue through to the main school there is a notice period of one full term. Children automatically transfer to the Junior Department in the September following their seventh birthday. Pupils may remain at Brackenfield until the end of Year 6 (aged 11).

Attendance in the Pre-Nursery class is flexible from two session (mornings or afternoons) per week through to five full days (8.30am – 3.30pm) per week. Most children start with two or three sessions and gradually increase their attendance as they progress through the Nursery class where pupils attend for at least five mornings a week. There is also the option to start from 7.30am in our Breakfast Club and to stay until 5.55pm at After School Club.

The transition to the Reception class commences during the Spring Term to ensure that each child is fully prepared for their move to the Infant Department in the following Autumn Term.

Entry to the Nursery is not selective as Brackenfield is a very inclusive school. Consequently, places are awarded according to availability. We operate a registration process and advise all parents hoping to secure a place at Brackenfield to register their child as early as possible.

We are registered with North Yorkshire County Council so that our 3 and 4-year-old pupils have access to early years' funding for sessions from the term after their third birthday. This provision contributes to attendance for up to 15 hours per week.

All children wishing to join Brackenfield in the Nursery or indeed in our year groups are invited to attend for a taster day with the year group they would join. They are observed at work and play and invited to demonstrate their ability academically and socially.

Children wishing to join the Junior Department also join their prospective year group for one or more Taster Days. During their time at the school they meet several key staff members and may complete an informal assessment with the class teacher. When offering a child, a place at Brackenfield, we always look at each child as an individual and take into consideration their wider skills and attributes.

We do not discriminate against any child and allow for diversity and inclusion within the setting. The Disability Discrimination Act 1995 and the 2005 amendments as well as the 2000 Equalities act lay down a legal obligation on us to consider those designated disabled or disadvantaged, using as far as possible the same criteria as for all other children. We will however carry out an additional review of any individual circumstances and requirements and assess our ability at the school to meet those needs. If we can meet those needs by making reasonable adjustments, we will do so. This is necessary to fulfil our prime

objective: a standard of care that always ensures the welfare of all the children and allows every pupil to achieve their full potential.

All children who join Brackenfield School enjoy the highest standards of safeguarding.

Name of policy Admissions Policy	Policy reviewed/amended date September 2021 (V1)
Original policy date September 2020	Current version V2
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