

## Nursery Admissions Information

We have a Nursery at Edmund Waller Primary School, offering 22 full time (5 days a week) and 8 part time places (5 x mornings, or 5 x afternoons a week). Children are eligible to join our Nursery the term after the term in which they turn 3.

### **Our nursery hours are:**

Full time session: 8.45am - 3.30pm (6.75 hours per day)

Morning session: 8.45am - 11.45am (3 hours per day)

Afternoon session: 12.30pm - 3.30pm (3 hours per day)

*Lunchtime takes place between 11.45am-12.30pm, all full-time children must bring a packed lunch and will eat it in the nursery with their peers.*

We have three intakes per academic year, a September intake, a January intake and depending on availability - an April intake. Your child will have one to five terms in Nursery depending on which month their birthday falls and their intake:

### Birthday / Intake:

- 1<sup>st</sup> April - 31<sup>st</sup> August = September intake (Autumn Term)
- 1<sup>st</sup> September – 31<sup>st</sup> December = January intake (Spring Term)
- 1<sup>st</sup> January – 31<sup>st</sup> March = April intake (Summer Term)

We provide the free government entitlement of either 15 hours for part time places or 30 hours for full time places. All 3-4-year olds are entitled to 15 hours free childcare. To check if you are eligible for the 30-hour code, please check: <https://www.gov.uk/30-hours-free-childcare>

If you are **not eligible for the 30-hour code**, families must pay to cover the additional 3.75 hours per day in the setting - fees are charged at £25.31 per day and must be paid using your child's ParentPay account – details will be shared by the office staff once your child has joined the nursery. Fees are payable termly, Autumn, Spring and Summer.

Full time families who **are eligible for the 30-hour code** must pay to cover the additional 45 minutes per day in the setting (lunch time) – fees are charged at £5.06 per day and must be paid using your child's ParentPay account - details will be shared by the office staff once your child has joined the nursery. Fees are payable termly, Autumn, Spring and Summer.

Places are offered according to Lewisham Admissions Criteria. Priority is given to:

1. Children in public care (i.e. looked after by the local authority)
2. Applicants whose brother or sister is on roll at Edmund Waller
3. Children who live closest to the school

We recommend that you put your child's name on the waiting list when they are age 2.

Please fill out our application form which is available on our [website](#), or you can collect a copy from the school office. To support your application, we will need a copy of your child's birth certificate **and** proof of your address (council tax bill for the current tax year, or tenancy agreement).

If you are successful and offered a place, we will also request the following:

- copy of your child's passport (if they have one),
- a utility bill (dated within the last 6 months)
- If a Residence or Court Order is held this should also be provided at this time

**Please note that the offer of a place in the Nursery does not guarantee a place in the Reception class, you must apply separately at the appropriate time online to the Local Authority.**