

Admissions to Nursery at St Patrick's Catholic Primary School from September 2016

At St Patrick's our nursery accommodates up to 26 children during any one session.

Children may be admitted to nursery at the start of the term after their third birthday, and remain in nursery until they are Reception age, which is the academic year beginning the September after they have turned four. **Please note that attendance at St Patrick's nursery does not guarantee a place in St Patrick's primary school**, and normal application procedures have to be completed according to the Local Authority and school's admission guidelines.

Due to the age at which children start Reception, most children start with us during the Autumn term. We will endeavour to keep places open for siblings who have registered well in advance, but are unable to guarantee places for those children who have either a Spring or Summer birthday. However, those who have registered on our waiting list will be given priority should places become available and can usually have the sessions of their choice in the following Autumn term.

The Free Early Education Entitlement for 3yr olds entitles children to a maximum of 15 hours per week, for 38 weeks of the year, free of charge. In order for your child to qualify for these 15 free hours, they must be 3 years of age before the start of each new term.

At St Patrick's we offer this as:

5 morning sessions (8.45 - 11.45) or 5 afternoon sessions (12.15 - 3.15) However, you may request alternative arrangements, or to add additional sessions at a fee, and wherever possible, we will try to accommodate the needs of individual children and families. This is dependent on availability of space and staffing at the time.

Terms and conditions of the Free Early Education Entitlement state that children may lose their funded place if they do not attend regularly without a reason being provided for their absence. Therefore, if your child has not attended half of their sessions in any half term period (usually 6 or 7 weeks) they will receive warnings and may lose their place at the nursery unless they have a valid reason. If your child has not attended nursery for 3 weeks without any explanation we reserve the right to offer their sessions to another child after contacting you and discussing the situation.

Fee structure

If a child attends sessions in addition to their 15 hour free entitlement, these are charged at **£15 per session** (morning or afternoon).

Subject to availability of space, nursery children may also access our wrap-around care:

- **Breakfast club - £2 per day**
- **Paddy's club (after school) - £6 per day**

Fees must be paid in advance by the Friday of the preceding week and are still applicable in the event of absence due to sickness or family holidays.

Fees are not payable during school holidays or training days.

In the event of late or non-payments, parents/carers will be required to attend a meeting with the School Business Manager to discuss the matter. We reserve the right to withdraw child places and offer the places to children on our waiting list.