



Welcoming | Involving | Evolving

Oxhey Early Years Centre

**OXHEY EARLY YEARS CENTRE
(COMMUNITY NURSERY SCHOOL)
ADMISSION POLICY**

Nursery School intakes are administered by Oxhey Early Years Centre Nursery School.

The Governing body of Oxhey Early Years Centre Nursery School follow the rules and arrangements for entry into the Nursery School that are set out by the Local Education Authority.

Oxhey Early Years Centre Nursery School operate a single intake, enabling children to take up their Nursery School place in the September following their third birthday.

Parents will receive a leaflet posted to their home address from Hertfordshire County Council in the February of the year in which their child is due to start Nursery School.

Parents are able to apply online from February until April. Please follow the link:-

<http://www.hertsdirect.org/services/edlearn/admissions/>

We also request you complete and return the Oxhey Early Years Centre Application form stating which hours you are looking for.

Oxhey Early Years Centre will then receive a list of applications in April and will then offer places to parents by letter.

*Children with a Statement of Special Educational Needs (SEN) which names Oxhey Early Years Centre as the Nursery School of their choice will be allocated a place in accordance with section 324 of the Education Act 1996.

Parents may state their preference as to which nursery class, school or centre they would like their child to attend in the years leading up to the child's fifth birthday. However, if there are not enough places available, places will be allocated in the following order of priority:

- a) Children in public care (children looked after) and children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or a special guardianship order).
- b) A child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.
- c) Other applicants where the following criteria are considered to determine priorities:

HCC NURSERY SCHOOL
Oxhey Early Years Centre
Eastbury Road, Watford, WD19 4RL
Tel: 01923 330300 Option 1
Fax: 01923 330301
Email: admin@oeyc.herts.sch.uk
Ofsted Registration No: 117077

DAYCARE (Not for Profit Charity No: 1113229)
Oxhey Early Years Centre Limited
Eastbury Road, Watford, WD19 4RL
Tel: 01923 330300 Option 1
Fax: 01923 330301
Email: admin@oeyc.herts.sch.uk
Ofsted Registration No: EY286935

Head of Centre: Rachel Fagan BSc (Hons), MA in Ed





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- 1) Children for whom it can be demonstrated that they have a particular medical or social need to go to Oxhey Early Years Centre.
- 2) Children who have a sibling at Oxhey Early Years Centre at the time of application, unless the sibling is in the last year of the normal age-range of the school. Note: the 'normal age range' is the designated range for which the school provides.
- 3) Any other children.

If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children.

If more children qualify under criterion 2 than there are places available, priority will be given to those who live nearest to the Centre as measured in a straight line.

Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

*Where a number of children are known to have special educational or social needs the Head of Centre, SENCO and Chair of Governors may need to consider the balance of needs of all the children within the session, and the possible provision of some additional support.

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