



Wolverham Primary and Nursery School

2 year old Pre-school Admissions Policy

Children can join our Pre-school from the age of 2. There are a maximum of 20 places per session and priority for those places is given to children in receipt of 2 year old funding.

In order to apply for a place parents/carers must first find out if they are eligible for 2 Year old funding:

- You can apply on-line at: www.cheshirewestandchester.gov.uk/2yearoldplaces where there are dedicated staff within the Early Years funding team who are available to check families eligibility.
- You can also apply via e-mail or telephone, the address and numbers are below.
- Via e-mail: 2s.checks@cheshirewestandchester.gov.uk
- Via phone: **01244 973930**

If your child is eligible for funding you need to inform the Early Years worker you are in contact with which Nursery you would like your child to attend for their funded sessions.

If there are places still available after all the children with funding have been allocated a space, paid places will be made available. Paid sessions will be priced at £14.55 per 3 hour session. Payment must be paid a week or month in advance and if payment for sessions has not been received by the end of the week the child will not be permitted to attend further sessions until the outstanding debt has been cleared in full. Please see the school Debt Policy for further information.

- Sessions must be booked for the term and changes to the sessions attended may only be made at the start of a term.
- Children may take their 5 sessions over 5 half days, mornings or afternoons

In the event of over subscription to Pre-School:

There are 10 sessions per week (5 morning and 5 afternoon) and a maximum of 20 children may attend a session. In the event of sessions being full the following will be applied:

- Priority given to those children in receipt of 2 year old funding
- Priority being given to the older children
- Priority being given to children who already have siblings in the school
- Priority to those who have been on the waiting list from the earliest date

Admission or attendance within our Nursery does not give automatic admission to the Reception class but does give priority for places in the 3-4year old Nursery class.

Applications for Reception class places must be submitted to the Local Authority by the required date. The Local Authority allocate all places for Reception. Our school does not have any input or influence on the allocation of places.

Please see Cheshire West and Chester Council's website for details about the Reception Class admission procedure.

Policy Updated April 2016

Policy Review date: April 2017