

## Age 2+ Admissions Policy

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Adopted by: Larkwood Primary Academy LGB

Date: May 2015

Review date: January 2018

Signature of Chair of Governors: \_\_\_\_\_

## Introduction

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Lime Trust applies the regulations on admissions fairly and equally to all those who wish to attend this school. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This policy conforms to the regulations that are set out in that Act and also further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice.

## The Centre Service

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Our setting provides care and education for children between the ages of 2 and 3 years old. The service is run during school terms (39 weeks per year, including 5 days staff training). Our opening hours are between 8.45am and 3.30 pm during which we offer part day and full day sessions (For more details about sessions please read the information on our web site). We have in total 16 full time places of which 8 are allocated for eligible government funded 2 year olds.

## Sessions and Minimum Bookings

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The government is funding the places for two-year-olds from low-income families who receive benefits. The entitlement begins at the child's second birthday and they are entitled to 15 hours per week.

Parents / guardians may book part days or full days for their children choosing between AM sessions (8.45am -11.45am), PM sessions (12.30pm – 3.30pm) Full Day sessions (8.45am-3.30pm). Government funded places may choose between an AM or PM session – 5 sessions per week.

## Government Funded and Chargeable Places

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Larkwood Primary Academy Two Year Old Centre will offer places to children between the ages of 2 - 3. These places will be offered in return for government funding of 15 hrs per week (if eligible), parental fees or for a combination of the two.

A two year old is entitled to a part-time funded early education place if they live in Waltham Forest and meet one of the following criteria:

- Eligibility for free school meals
- In receipt of Working Tax Credit with an annual income of no more than £16,190
- The child has a significant additional need and meets one of the disability criteria.

To find out if you are eligible, go to <https://www.myearlylearning.co.uk/EarlyYears/About> or come and speak to the school office. Once eligibility is confirmed parents may apply for a place using our standard application form.

Our setting has 4 places set aside in the mornings and 4 in the afternoons for the government funded 2 year olds free entitlement

If you are not entitled to the Free Early Education Entitlement you are able to pay for a part time or full time place at the following costs:

Weekly charges for 8.45am – 3.30pm provision

Full time - £25 per day

Half a day - £15 (Morning session – 8.45am – 11.45am or afternoon session – 12.30pm – 3.30pm)

## Admissions Criteria for Paid Places

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Places are allocated to Waltham Forest residents as follows:

1. To children who meet the FEEE criteria
2. To children 'looked after', adopted, subject to special guardianship or a residence order;
3. To children 'at risk' (or the sibling of a child 'at risk') who are the subject of a child protection plan;
4. To children deemed by the council to be 'in need'
5. To other children in the following order:
  - a) to children with a sibling already registered to the school
  - b) to children of an appropriate age to fill the vacancy to ensure a balance of places across the age range
  - c) to children living nearest the school decided by a straight line measurement

## Non Waltham Forest Residents

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Non-Waltham Forest residents can only be considered for a place in our school if children are receiving the part-time funded early education entitlement.