



Byley Primary School and Nursery

Nursery Admissions Policy 2026 - 2027

Date of policy	Date for renewal	Signed	
June 2025	June 2026	Elizabeth Whittingham (Headteacher)	Andrew Gibson (Chair of Governors)

Byley Primary School & Nursery operates a single class provision for Nursery and Reception children. It is staffed by a qualified teacher and up to 2 teaching assistants (depending on numbers). It can accommodate up to 11 Nursery children. The Nursery is open from 9am – 3pm Monday to Friday for 38 weeks per year.

Funded Entitlement for Nursery provision

From 2010, parents have been able to access their child's free 15-hour entitlement to Nursery provision at either an individual setting or combination of any 2 settings, regardless of whether they are private, voluntary, independent or maintained. All 3- and 4-year-olds are entitled to receive 15 hours per week for 38 weeks of the year of high-quality Early Years provision.

If your child is eligible for 30 hours Funded Entitlement this will begin following completion of an application and receiving a valid 30 hours code. 30 hours codes can be gained through an application on the following website, <https://www.childcarechoices.gov.uk>. Your code will only be valid for **3 months** from the date of issue, every 3 months you will need to go back to the website and reconfirm your eligibility.

If your child is not eligible for the 30 hours and you would still like them to attend over their 15-hour entitlement. The cost is currently £16.50 per three hour session

Admissions Criteria

A child is eligible for admission into Nursery at the start of the term following their 3rd birthday. Admissions for the free entitlement will be prioritised in the following order:

- 1 **Looked After Children** – and children who were previously looked after (a child who is in the care of a local authority or provided with accommodation by that authority as defined in Section 22 of the Children's Act 1989). Children previously 'cared for' are children who were 'cared for' as defined above, but immediately after being 'cared for' became subject to an adoption, child arrangement, or special guardianship order. An adoption order is an order under section 46 of the Adoption and Children Act 2002. A 'child arrangement order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- 2 **Children with Special Educational Needs** – as defined by the Education Act 1996.
- 3 **Children for whom exceptional personal/domestic circumstances** – (whether presented by their parent or otherwise) justify, in the Head teacher's view, admission to education. Such applications may be referred by either the Head teacher or parents to the Head of Service, Achievement and Wellbeing.

- 4 **Siblings** – Pupils with elder brothers or sisters, step-brothers or step-sisters, half-brother or half-sisters, adopted brothers or adopted sisters living at the same address as part of the same family, already attending Byley Primary School and expected to continue at the school in the following school year (i.e. at the time of admission).
- 5 **Pupils living nearest to the school** – and ease of access to school ‘using the distance between the child’s permanent address and the school, measured in a straight-line using ordnance survey address point data
- 6 **Children resident within the designated catchment zone of the school** – children will be classed within this category if they and their parents/carers are resident within the area served by Byley Primary School & Nursery on the closing date for applications.

School Dinners

Children attending our Nursery will be required to bring a packed lunch which they will have in the school hall supervised by a member of staff.

Additional Charges

Out of school visits where the school incur costs, ie pantomime, visit to the local farm.

There are no charges for consumables (ie snacks, nappies (if applicable), wipes.

How to apply

Application forms are available from the school office (01606 832519) or they can be requested electronically from admin@byley.cheshire.sch.uk

Closing times of applications

Please note the following dates for applying for a Nursery place:

For Spring Term 2026 - Friday 10th October 2025

For Summer Term 2025 – Friday 6th February 2026

For Autumn Term 2025 - Friday 15th May 2026

Late applications

Where places are remaining, late applications will be possible up to the specified admissions limit.

Offer of places

Letters to families, offering or refusing places, will be sent out as follows:

For Spring Term 2025 - Friday 17th October 2025

For Summer Term 2025 – Friday 13th February 2026

For Autumn Term 2025 – Friday 22nd May 2026

Families should confirm acceptance of the place as soon as possible. If no reply is received by the date of the deadline, as notified in the offer letter, then the place will be re-offered to the child at the top of the waiting list.

Early applications do not guarantee a place. All applications go onto the Nursery waiting list and places are allocated as children reach nursery school age.

Please note that admittance into Nursery does not give an automatic right for a child to move into Reception at Byley Primary & Nursery School.

A separate application still needs to be made to Cheshire West and Chester Council for Nursery children who wish to start here.

To apply, go to:

