



## Nursery Admission Policy

The Nursery Department of Whitburn Village Primary School caters for pupils aged 3 and 4 years. Nursery Education is non-statutory.

### **From September 2016 the following sessions will be available :**

We are able to accommodate 13 pupils during the morning session and 13 pupils during the afternoon sessions. We also accommodate 13 pupils for 2 ½ days (i.e. Monday, Tuesday, Wednesday mornings OR Wednesday afternoons, Thursday, Friday.)

The number of pupils of the required age fluctuates from year to year and thus the procedure is outlined below.

- Once a child reaches 2 years old, parents are requested to obtain a registration form from the School Office, which is to be completed and returned to the School.
- Details are kept in a file and during each April, applications are categorized for the following academic year:
- Two criteria are used in the initial formulation of the lists, with priority being given to children in Whitburn Village and entering in birthday order.
- Remaining places are then allocated accordingly.
- If there are further places available, children will be allocated a place the term following their third birthday.
- N.B. Places are NOT ALLOCATED according to how early the child's name was registered.

During the Summer Term prior to entry, parents will receive a LETTER making a firm offer of a place at the Nursery. They are then given a period of time on which to accept the place and a stay and play session will be organised. Please bring your child's Birth Certificate with you to this session.

It is only then that a place is guaranteed.

Parents who do not accept the place within the stipulated period will forfeit the allocation.

PLEASE RETURN TO: WHITBURN VILLAGE PRIMARY SCHOOL, CLEADON LANE, NR.  
SUNDERLAND, TYNE AND WEAR, SR6 7NS.