



EYFS Admissions Policy 2024-25

Pikemere School

The EYFS Admissions Policy in respect of Pikemere School has been discussed and adopted by the Governing Board.

Chair of Governing Board:

Mrs K Hulson

Head Teacher:

Mr A Hughes

Agreed and ratified by the Governing Board on: 23 September 2022

Policy Review Date: Autumn 2023 for Admissions for September 2025



Pikemere Policy on Foundation Stage One Admissions 2024-25

1 Introduction

- 1.1 This policy applies to children applying for a place in our Foundation Stage Unit (FS1).
- 1.2 The Board of Governors at Pikemere School applies the regulations on admissions fairly and equally to all those who wish to attend this unit.
- 1.3 The Foundation Stage One class is available for children from their third birthday up to school age (the September after they turn four).
- 1.4 Pikemere School will charge parents for the use of the Foundation Stage. Parents can take their free entitlement of hours if the sessions are available. Pikemere Governing Board cannot guarantee that parents will get all their free sessions. This will be dependent on places available and numbers on roll.
- 1.5 Please refer to the Early Years Unit Handbook for current charges, how to claim free entitlement and detailed information about the Unit. This can be obtained from the school website: www.pikemereschool.com/foundation-stage/.
- 1.6 **Gaining a place in the Pikemere Foundation Stage Unit does not guarantee a place at Pikemere School. Criteria for Reception places can be found in the School Admission Policy: www.pikemereschool.com/admission-arrangements/**

2 Aims and objectives

- 2.1 Pikemere School seeks to be an inclusive school, welcoming children from all backgrounds and abilities in line with Chancery Multi Academy Trust's [Equality and Diversity policy](#).
- 2.2 All applications will be treated fairly, and in a sensitive manner.
- 2.3 The only restriction we place on entry is that of number (see Section 5 below). If the number of children applying for entry exceeds the places available, we adopt the criteria set out below to determine whether a child is to be accepted or not.
- 2.4 A child's level of ability is irrelevant to the Admissions Policy at Pikemere and will not be part of the admission criteria for entry to our Foundation Stage Unit.

3 Admissions Criteria

In the event that the number of applicants exceeds the number of places available, the governors will apply the following oversubscription criteria which follows that of the school:

A child with an Education Health Care Plan (previously an SEN statement) is given overall priority.

- (i) 'Cared for Children' and Children who were 'Previously Cared for'.
*A 'cared for child' is a child who is in the care of a local authority or provided with accommodation by that local authority (as defined in section 22 of the Children 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 arrangements order (formerly residence order), or special guardianship order. A child arrangements order is as 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 amended by Children and Families Act 2014. 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). This includes children who appear to (in the view of Cheshire East) have been in state care outside of England and ceased to be in state care as a result of being adopted."

- (i) Siblings.
Pupils with elder brothers or sisters, step-brothers or step-sisters, half-brothers or half-sisters, adopted brothers or adopted sisters living together as part of one household, already attending Pikemere (in years Reception through to Year 5) and expected to continue at the school in the following school year. (i.e. at the time of admission).
- (ii) 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 Pikemere on the closing date for applications. See [catchment map](#) for more information.
- (iii) Pupils living nearest to the school.
If this leads to over subscription pupils living nearest to the school measured using the National Land and Property Gazetteer (NLPG), which measures straight line distances in miles from the school's coordinate point to the point of residence's coordinate point, will be given priority.

4 How parents and carers can apply for their child to be admitted to our Foundation Stage Unit.

- 4.1 Parents should submit an Expression of Interest form, available from the website, directly to the office at Pikemere School. This can be made at any point up to the deadlines outlined in section 4.2 below.

At that point, the school will contact parents and ask for confirmation of which sessions are required.

The school will then allocate places according to the EYFS admissions criteria and notify parents in writing.

- 4.2 For a start date of 1st September, expressions of interest must be made by 30th April and the school will notify parents by 1st June.

For a start date of 1st January, expressions of interest must be made by 31st August and the school will notify parents by 1st October.

For start date of 1st April, expressions of interest must be made by 30th November and the school will notify parents by 1st January.

Where no places are available Pikemere School will maintain a waiting list, in oversubscription criteria order.

- 4.3 Parents should advise Pikemere School if they are claiming funded hours when accepting the place offered and whether they are registered with a voucher scheme.

- 4.4 **Children attending Pikemere Foundation Stage One will not have priority to attend Pikemere School.** Applications for Pikemere School should be submitted through Cheshire East Council and fall in line with the [School's Admission Policy](#).

5 Unsuccessful Applications

- 5.1 If we do not offer a child a place at Pikemere School, it will be because other applicants meet the admissions criteria, we have no available sessions or insufficient capacity, due to the size of the unit or due to staffing ratios. Your child's name will be added to a waiting list and you will be contacted if sessions become available.

6 Published Admission Number – PAN

6.1 Under current staffing ratios the FOUNDATION STAGE ONE unit cannot take any more than 21 children in any one session. The RISING THREES unit cannot take any more than 16 children in any one session.

Staffing ratios at the time of approval:-

Fully Qualified Teachers & Early Years Teachers 1:13

Early Years Practitioners 1:8

PAN agreed by the Governing Board is 21 Foundation Stage 1 & 16 Rising Threes

7 Monitoring and review

7.1 This policy will be monitored by the Board of Governors at Pikemere School, who will always take due note of the guidance provided by the Free Early Education Entitlement (FEEE) team.

7.2 The policy will be reviewed alongside the School Admissions Policy every year, or earlier in the light of any changed circumstances, either in our school or in the local area.