Beaufort Primary School Nursery
Admissions Policy 2025-26

Please note that there is no automatic admission into the Reception Classes for children attending the nursery class. Parents will need to re-apply for a place in reception when their child reaches statutory school age.

Introduction
At Beaufort Primary School, we seek to inspire, motivate and nurture our whole school community to aspire, believe and achieve. We value each child as an individual and provide an effective learning environment which both supports and challenges every child to fulfil their potential. It is essential to us that parents and children selecting Beaufort come to us with a clear idea of our ethos, our values and our expectations.

Published admission numbers for Nursery Classes
The published admission number for the Beaufort Primary School Nursery classes is 60

Application Procedure
Admissions are made to the Nursery classes at Beaufort Primary School twice a year – September and January.

All applicants for a Nursery place are required to complete a Nursery Application Form which must be returned to the school **by 21st March 2025** for a September 2025 admission, or **by 24th October 2025** for a January 2026 admission. Applicants under priority four should also complete an additional form available from the school.

Priorities for Applications
When allocating the 60 available places in the nursery classes, priority will be given to children who are due to start school in September 2025. Applications for entry in 2025/26 will then be ranked in the following order:

First priority: Looked after and previously looked after children
Looked after children and previously looked after children will be considered to be:

- children who are registered as being in the care of a local authority **or provided with accommodation by a local authority** in accordance with Section 22 of the Children Act 1989(a), e.g. fostered or living in a children's home, at the time an application for a school is made; and
- children who have previously been in the care of a local authority **or provided with accommodation by a local authority** in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a **child arrangements order** (in accordance with Section 8 of the Children Act 1989 **and as amended by the Children and Families Act 2014**) or special guardianship order (in accordance with Section 14A of the Children Act 1989).

Second priority: Exceptional social/medical need
Occasionally there will be a very small number of children for whom exceptional social or medical circumstances will apply which will warrant a placement at a particular school. Supporting evidence from a professional is required such as a doctor and/or consultant for medical cases or a social worker, health visitor, housing officer, the police or probation officer for other social circumstances. This evidence must confirm the circumstances of the case and must set out why the child should attend a particular school and why no other school could meet the child's needs.

Providing evidence does not guarantee that a child will be given priority at a particular school and in each case a decision will be made based on the merits of the case and whether the evidence demonstrates that a placement should be made at one particular school above any other.

Third priority: Children who will have a sibling at Beaufort Primary School at the time of the child's admission
A sibling will be considered to be a brother or sister (that is, another child of the same parents, whether living at the same address or not), a half-brother or half-sister or a step-brother or step-sister or an adoptive or foster sibling, living

as part of the same family unit at the same address.

A child will be given sibling priority if they have a sibling at the school concerned at the time of the child's admission. For the initial intake to the school a child will be given priority for admission only if their sibling will still be at the school in September 2025.

Fourth priority: Child of a permanent member of staff
Children applying under this priority need to complete an additional form. This priority will apply to a child of a member of staff who has a permanent contract with the school and has been employed by the school for no less than 2 years at the time of application.

Fifth priority: Children for whom the school is the nearest to their home address The nearest school is defined as the school closest to the home address with a published admission number for pupils of the appropriate age-range, as measured by a straight line and which admits local children. The nearest school may be inside or outside the county boundary.

Sixth priority: Any Other Applicants.

Tie Breaker
If within any criteria there are more applicants than places, priority will be provided to those living closest to the school. This will be assessed by the nearness to the school measured in a straight line from the address point of the pupil's house, as set by Ordnance Survey to the nearest official school gate for pupils to use. This is calculated using the Admission and Transport team's Geographical Information System. The child's home address excludes any business, relative's or childminder's address and must be the child's normal place of residence. In the case of formal equal shared custody, it will be up to the parent/carers to agree which address to use. In other cases, it is where the child spends most of the time. We will not generally accept a temporary address if the main carer of the child still possesses a property that has previously been used as a home address, nor will we accept a temporary address if we believe it has been used solely or mainly to obtain a school place when an alternative address is still available to that child. All distances will be measured by the computerised Geographical Information System maintained by Surrey's admissions team. The address to be used for the initial allocation of places to Reception will be the child's address at the closing date for application. Changes of address may be considered if there are exceptional reasons behind the change, such as if a family has just moved to the area. The address to be used for waiting lists, after the initial allocation, will be the child's current address. Any offer of a place on the basis of address is conditional upon the child living at the appropriate address on the relevant date. Applicants have a responsibility to notify Surrey County Council of any change of address. Where two or more children share a priority for a place, e.g. where two children live equidistant from a school and only one place remains, lots will be drawn to determine which child should be given priority

Multiple Birth Children
Where a twin or child from a multiple birth is admitted then any further twin or child of the same multiple birth, ranked consecutively in line with the oversubscription criteria, will be admitted, if the parents so wish, even though this may raise the number in the year group above the school's PAN.

Waiting Lists
Late applicants will only be considered after the applicants who met the deadline have been offered places. Unsuccessful applicants can ask for their child's name to be placed on the school's waiting list until a place becomes available.

Partnership with Parents
At Beaufort, we recognise that it is only by working effectively in partnership with parents that we can help each child to be the very best they can be. Parents and their children are strongly encouraged to visit the school and meet the Headteacher before applying. This offers the family a chance to ensure that the aims, values and ethos of the school are suitable for their child.

This policy is reviewed annually by the Children and Learning Committee.