Nursery Admissions Policy

Policy Reviewed: July 2026

Review Due: July 2027

‘Growing lifelong learners.’

Our vision is to provide an inspiring education that sets all children up with the knowledge, skills and motivation needed to become learners for life – in the classroom and beyond. We recognise that children join our diverse school community with unique and varied life experiences, interests and skills creating an opportunity for a vibrant and exciting learning journey for all. Through ensuring children feel included, respected, safe and secure; with their achievements and contributions recognised, all children will become caring, responsible future citizens that the community are proud of.

Nursery Admissions

Admissions Policy for Nursery-aged Children

- School will provide places for children who reach the age of three between 1st September to 31st August of the previous academic year.
- This will come as an offer of a funded 15 hours place which is available to all.
- Full time (30 hours) places will be offered first of all to working parents who are eligible and apply for the 30 hour Childcare funding. Other full time places may be available at a cost of £18 per session.

Places are provided free of charge to children resident within the Manchester City Council boundaries and provided that:

1. They live in postcode areas designated by the City Council, these include all Moston postcodes *OR*
2. They are in Local Authority care, or have been referred by a social worker or Family Recovery worker, or have an agreed child protection plan or family action plan *OR*

Parents or carers resident outside the city boundaries who wish to apply for a place should consult the school concerned for advice.

The priorities for admission are:

1 Children in Local Authority care

2 Siblings of children who already attend Moston Fields and who are living at the same address

3 Children whose parents are in receipt of the 30 hour funding for working parents

4 Children closest to school. Distance to school is measured in a straight line.

5 Children with exceptional medical/social needs

- Children who are three years of age, to be four within the school year, are to be prioritised in admissions to nursery.
- Where places are still available, children who are classed as 'rising 3s' i.e. in the term of being three *may* be admitted to Nursery for the following 4/5 terms. This will be a part time place of 15 hours or a full-time place once the child is settled if parents provide a 30-hour funding code.
- We aim for all children to be admitted to nursery before the end of September, accessing their part time place or if eligible, a full-time place. Each child will be assessed on their individual needs. If teaching staff judge that a longer transition is needed then they will work with parents/carers to meet the needs of the child, extending the time gradually.

Procedure

- Please contact the school's admissions team if you wish to place your child's name on the nursery waiting list and complete an admissions form.
- Putting your child's name down early does not guarantee a place.
- Names need to be on the waiting list by the end of Spring 1 before they are due to start nursery in September.
- You will be notified of an offer of a place before the Easter Holiday. Once accepted, a home school transition programme will be organised for your child by the nursery team.
- The school's admissions team will be able to provide further information.

Advice on applying for free childcare

Eligibility for free childcare is determined by the Government and HMRC, where parents/carers are entitled to claim for 15 or 30 hours of funding. This funding is intended to support working families with the cost of their childcare to enable parents/carers to return to work, or to work additional hours, should they wish to. To find out more, please visit https://www.childcarechoices.gov.uk