



# Axbridge C of E Academy

Together We Inspire, Thrive & Excel

## Admissions and Allocation of Places in Busy Bees Nursery



Busy Bees Nursery aims to serve the needs of **all** eligible children (see *WLT Policy for Equal Opportunities*), subject to the availability of spaces, staff ratios, suitability of setting, and providing that parents make their own transport arrangements. We endeavour to cater for the needs of each family, so that parents/ carers can access their full entitlement to funded, highest quality, early years education for their children, at flexible times. This is finely balanced with a cost-efficiencies that will provide sustainability for the nursery.

Places are allocated on a first come, first served basis.

All children are eligible for a place in Busy Bees, **from the age of 2.**

Busy Bees Nursery seeks to ensure that:

- 26 places are made available in any one teaching session, at a ratio of 1:13 (1:4 for 2 year olds)
- Parents are made aware that Universal Early Years Entitlement (EYE funding) is available for up to 8 ½ hours a day (Busy Bees maximum hours), 15 hours per week and 38 weeks per year
- Parents are made aware that, subject to eligibility criteria, an additional 15 hours of Extended Early Years Entitlement, per week, may be available
- Early Years Entitlement (EYE funding) is claimed from Somerset County Council for each eligible child for the hours they attend, up to the maximum available funded hours each term, and that parents are charged for any hours attended over that maximum
- Parents are informed of the hours their child has attended, to enable them to make informed choices about the hours they want to claim in future funding periods
- Staff work closely with parents, to ensure smooth transitions: for example, when a child starts in Busy Bees, or where an increase in sessions is requested, a gradual induction may be necessary, allowing reasonable time for the child to adjust and settle.

## Allocation Criteria

Busy Bees Nursery seeks to ensure that:

- all eligible children are accommodated, regardless of identified educational or social needs.
- all eligible children are accommodated, regardless of their ethnicity or religious family background
- it offers flexible provision to suit the requirements of families, ie. children may attend a **minimum** of one 2 ½ hour session per week (two sessions are advisable to ensure

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continuity). This can be increased to any combination of sessions, which may be booked on a termly basis, subject to availability.

- it offers places to children referred by professional agencies (Health Visitors, Integrated Therapy Service, doctors, Social Services) who are identified as having particular needs which can be best catered for in our nursery setting. (See *Special Educational Needs and Disabilities Policy*, and *Local Offer*: [www.somerstchoices.org.uk](http://www.somerstchoices.org.uk))

For example, those children considered to be at risk in terms of child protection, children in foster care, children with educational, medical, physical, emotional or social needs.

Each case is considered by the Headteacher and the LPB Admissions Committee, in consultation with health professionals and specialists, and the child's parents/ guardians, and is also subject to the suitability of our environment and staff ratios. The child's welfare and best interests remain our utmost priority.

