

Amblecote Primary School



T4T's Admissions Policy

Responsibility for monitoring this policy: Mrs Eve Bradley

Review Annually
(or in response to changes in legislation)

Updated May 2020

Review date May 2021

Proposed by the Acting Head teacher

Mrs J. Cook

Approved by Governing Body

Mrs June Lewis (Chair of Governors)

It is our intention to make Amblecote T4T's genuinely accessible to children and families from all sections of the local community. In order to accomplish this:

We run under Section 27 Community Powers within the Amblecote Primary schools site. Our priority is to give places to children aged 2-3 years and who qualify for the Time for Two's funding. Our waiting list is arranged in order of date of birth, not date of application, taking into account all other relevant priorities. (Please see below)

We ensure that the existence of Amblecote T4T's is widely known in all local communities.

Parents/carers and their child are warmly invited to view Amblecote T4T's. If they wish to apply for a place at Amblecote T4T's, they need to complete an application form which will be held on file. The T4T's Manager will contact parents in the term before their child's intended admission date and the offer of a T4T's place is made.

An induction session is booked as is a home visit. These sessions are booked to enable the Parents/carers to meet all the staff, for children to explore the surroundings and for parents/carers to ask any further questions that they may have.

Prior to admission all paperwork relating to the child must be completed by the parents/carers and shared with the child's Key Person. This includes full details of any support required for a child with a medical condition (please see separate policy).

Parents/carers are entitled to claim two year old funding if their circumstances fit the eligibility criteria. (see Dudley MBC website) Parents/carers that do not fit this criteria can still access the provision at a cost of £15.75 per session.

Parents/carers do not have to accept all the sessions offered and have a choice to split them with another setting if they so wish. Fees may also be charged if a child exceeds their 15 hours of funding across different settings. The fees are reviewed annually. We aim to be flexible about attendance patterns so as to accommodate the needs of individual children and families. We do require that funded children take up the maximum 5 sessions and non-funded children attend for a minimum of 2 sessions.

Amblecote T4T's accommodates 12 children per session on every weekday, 9am-12 noon. Places are allocated as per the criteria below:

1. Children Looked After
2. To children for whom the school is the most suitable available school to meet either the child's special educational needs or medical needs for the child.
3. To Children and families that come under the Time for Twos eligibility.
4. DOB order.
5. To children who have a brother or sister already at the school who will be attending the school at time of entry.
6. On the basis of proximity.