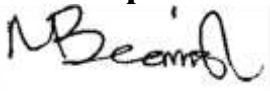




Bournville Primary School

Preschool Admissions Policy 2026-2027

Date Ratified: 23 September 2026

Signed By: 
On behalf of School Governors

Signed By:
Headteacher

Review Date: September 2027

Bournville Primary Preschool Admissions Policy 2026-27

1. Purpose

The purpose of this policy is to make the admissions process to Bournville Primary preschool clear and open.

Admission to our preschool is outside of the statutory framework for admissions in academies.

The responsibility for agreeing and implementing an admissions policy for our preschool lies with Bournville Primary School.

2. Allocation of Places

Bournville Primary preschool is for children aged 3-years-old and entry to preschool is from the term following the child's third birthday.

Children are admitted to Bournville Primary preschool at the beginning of term 1, 3 and 5 (September, January and April) subject to available spaces.

The Admission Number for preschool is 32 places for the morning session (8:30am-11:30am) and 32 places for the afternoon session (12:30pm-3:30pm). Where a place is offered it will be term time only for 38 weeks of the year.

If the preschool is not oversubscribed all applicants will be offered a place.

3. Oversubscription Criteria for Bournville Primary Preschool

If the preschool receives more applications than the Admission Number the following criteria will be used to determine who will be allocated the places.

All applications will be ranked in accordance with the criteria below given in order of priority:

- a) Children currently on roll within Bournville Primary 2+ nursery that are transferring to preschool.**
- b) Children in Care.**
Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.
- c) Children whose brother or sister will be attending the school at the time of admission.**
- d) Children who are eligible for the early year's pupil premium or service premium at the time of application.**
- e) Children of Bournville School staff employed on a permanent contract by the school for at least two years at the time of application, or where the member of Bournville School staff has been recruited to fill a post for which there is a demonstrable skill shortage. This does not include staff who work on the school site for other employers.**
- f) Children living closest to the school.**
The distances will be measured in a direct line between the address point of the child's home and main entrance marker for the school.

Bournville Primary Preschool Admissions Policy 2026-27

4. Waiting List

Where Bournville preschool is full and over-subscribed, a waiting list will be maintained for any vacancies which subsequently occur in the preschool during the year.

The waiting list will be prioritised according to the admission criteria and not by reference to the date of joining the waiting list.

5. Additional Notes

- The offer of a place in Bournville preschool does not guarantee the child a place in the Reception class at Bournville Primary School. Parents should apply for a Reception school place through North Somerset Council School Admissions via the usual starting school procedure.
- All 3 and 4 year olds receive 15 hours a week funded early learning. Parents can use these as hours as 5 mornings, 5 afternoons or 2 and a half days.
- Induction and attendance arrangements for preschool are at the discretion of and decided by the school. Children have to attend preschool by the start of census headcount week.
- Places should not be reserved for children who may decide to attend the preschool later during the school year. If an application from children in care is received after all places have been allocated, the school may wish to consider whether an additional place can be offered within the existing staffing resources and space available.
- If a parent/carer chooses, due to the child's age, to delay their child's date of entry to a Reception class until the child is of statutory school age, the preschool place for that child will not normally continue unless it is recognised that the child has exceptional circumstances and the Local Authority recommends that the delay is in the best interests of the child. If such a place was offered it would be for 15 hours per week.
- The offer of a 30 hour placement is subject to a valid eligibility code. Parents/carers should apply via <https://www.gov.uk/apply-30-hours-free-childcare>. 30 hours per week of funded childcare at Bournville preschool will be provided as Monday to Friday 8:30am–2:30pm. This includes lunchtime supervision however you will need to provide your child with a packed lunch. As part of this provision we offer wrap around care until 3:30pm at a cost of £5.72 per day.
- The 30 hour code must be activated during the term before the parent wishes to claim the funding. Parents will need to reconfirm their eligibility when prompted via their email address.
- Regular attendance is required to maintain a place in Bournville preschool. Close liaison will take place with health visitors or social workers as appropriate if there are concerns regarding a child's attendance.
- In line with the school's attendance guidelines, if your child is absent for two weeks without communication or significant circumstances which prevents them from attending, their place in Bournville preschool will be removed.
- If there are spaces available there is the option to purchase extra hours. These places are at a cost of £17.16 per 3 hour session.

Bournville Primary Preschool Admissions Policy 2026-27

- We offer full day spaces for children who are not eligible for 30 hours childcare. Parents are able to use their universal 15 hours funding to cover this or pay privately for the sessions. Lunch club is charged at £4.00 per day.
- To pay for sessions, wrap around care and lunch club, parents will receive a monthly invoice via tapestry. The amount is added to their parent pay account. Parents then have 14 days from the date of invoice to make payment unless a weekly payment option is agreed. If no payment is received after 14 days the paid for sessions will be suspended to stop debt accruing and children will only be able to attend their funded sessions.

6. Appeals Procedures

There is no statutory right of appeal against a decision with regard to admission to preschool. Parents wishing to object to a decision concerning their application should in the first instance put their concerns to the headteacher.

The admissions information were correct for the 2026/27 academic year at the time of printing. There may however be subsequent changes to legislation before the start of, or during the school year in question which may affect the preschool admissions policy.