



Barley Fields
Primary School

Early Years - Nursery

**Application and Admission
Arrangements 2020-2021**

A guide for parents

Together we make a family!

*Thank you for showing an interest in our nursery provision.
This is your child's first step into school life and we hope that together
we can make it a happy one.*

Nursery is the part of Early Years (EY), a distinct stage of education from the ages of 3 to 5. Within our school it comprises of two sections; Lower EY (Nursery) and Upper EY (Reception). The EY follows its own curriculum and places learning and achievement firmly within a context of play and experiential learning.

The EY staff work carefully together to offer children the highest quality experience in a welcoming, safe and secure environment. We strive to make a positive contribution to children's early development and to help them develop skills which will form the basis for lifelong learning. We aim to give all children an enthusiasm for learning and ensure that all children achieve their full potential. At Barley Fields we place immense value on partnerships with parents and carers. Working together for the benefit of each individual child.

When can my child start nursery?

All 3 and 4 year olds are eligible for 15 hours provision in nursery from the term after their third birthday. In our Nursery we have places for 78 children and operate a selection of 15 hour attendance arrangements.

Attendance options are as follows:

- **Option A - Daily morning session 8.45 am – 11.45 am**
- **Option B - Daily afternoon session 12.30 pm – 3.30 pm**
- **Option C - Monday, Tuesday (9.00 am - 3.00 pm) and Wednesday morning (8.45am -11-45am) or Wednesday afternoon (12.30 pm - 3.30 pm), Thursday, Friday (9.00 am - 3.00 pm)**



We also work in partnership with Ryandale, an onsite Early Years provider to offer an additional 15 hours for those people who are eligible for 30 hours free childcare under new government arrangements. Full details of this benefit can be obtained from <https://www.stockton.gov.uk/children-and-young-people/childcare/help-with-the-cost-of-childcare-and-the-free-entitlement/>

Please be aware that there are limited places in each option and that whilst we will endeavour to meet your preference, this cannot be guaranteed.

How do I apply for a nursery place at Barley Fields?

You may complete the nursery 'initial application form' at any time after your child's birth. Their name will then be added to the nursery waiting list. The nursery intake is linked to an academic year which runs from 1st September until 31st August each year. A placement in nursery may be offered in the term after your child's 3rd birthday or if nursery has no capacity, as soon as a place is available.



Can I look around the nursery?

You may come and view our EY and school provision at any time. Please contact the school office on 01642 767051 to make an appointment with the Head Teacher.

How and when will I know if my child has been allocated a place?

When a place becomes available you will be contacted by email with an offer of a place. Nursery admission numbers are usually determined in the Spring Term and the process of placement allocation for September intake initiated. At this time, a second application form will need to be completed which involves accepting

the offer of a place and allows parents the opportunity to inform school of their preferred attendance options. Once the nursery attendance register is finalised, you will be informed by letter confirming the attendance option you have been allocated.

Can I change my option choice at any time?

Due to staffing levels and organisation of the nursery there are predetermined number of places allocated to each attendance option.

Changes can only be made if places become available in other options during the academic year. If you wish to be considered

for a change in option please contact the school office to complete a transfer request. These will be held on file and considered if and when places become available.



What happens after my child is allocated a place?

During the Summer Term there will be a Nursery pre-attendance meeting held in school. As part of this meeting you will be given a brief overview of our nursery organisation and its curriculum. You will have an opportunity to look around the school and meet our staff. Following this meeting there will be opportunity to purchase and order school uniform, complete contact information details and answer any questions you may have.

Can my child come to nursery for a visit?

Prior to joining us in nursery all children are welcome to visit, alongside their parents, during the nursery working day. The visits will take place in June and July during normal nursery sessions. Appointments may be arranged after the prestart meeting or can arranged via the main school office.

If my child is attending nursery via Option C, what happens at lunchtime?

Children attending on full day placements (9.00am-3.00pm) are involved in staying for a school meal. Children may choose to stay for a school meal or may bring a packed lunch. School meals should be paid for through the school office but, if you are in receipt of the appropriate qualifying benefits, your child may be eligible for a free school meal. Children attending option C are supervised by a key member of the foundation stage teaching team during the lunch hour and are fully supported in the dining hall.



What do children in nursery wear?

We have a uniform for our nursery children consisting of a jumper, tank top or cardigan in the school colour (navy blue), a white polo shirt and grey skirt/trousers. Sensible, flat black shoes (no trainers) should also be worn, preferably with a Velcro fastening system. Summer uniform consists of a red gingham dress for girls and grey shorts for boys.

School jumpers, cardigans, fleece raincoats and book-bags can be purchased through the school office.

Are there any on-site extended childcare providers?

Yes, at Barley Fields we work in partnership with two local private providers who offer an extended school service.

Ryandale (tel: 01642 308364) - a playgroup provider which offers wraparound care for children from the age of two years. They work in partnership with our EY staff to offer additional childcare facilities during the school day.

Mrs B's Children's Club (tel: 01642 766366) - a club which offers breakfast club and afterschool club care from 7.30am until 6.00pm.

To access either of these services you will need to contact the proprietors directly on the numbers given. Places are limited and there may be a waiting list.

What if I cannot get a place for my child in the school nursery?

If the school nursery is full, parents may approach nursery settings in other local schools. If you have any problems in securing a place contact the local authority admissions section on 01642 526605 for further advice.



As our nursery places are limited in number it may not be possible to allocate a nursery place as soon as a child is 3 years old. In this instance, we work closely with our on-site childcare provision to offer nursery entitlement through the use of the Nursery Education Grant (NEG). Queries regarding this should be directed to the Ryandale Playgroup Manager.

Will my child be given a place in the Reception Class following attendance in Nursery?



No, we cannot guarantee this. Under Stockton Local Authority admission arrangements, the nursery school your child attends does not entitle him or her to a place in that primary school. This is because nursery places are not statutory but primary school is.

All school places are organised centrally by the admissions section of the local authority. School places are allocated following application to the local authority and are allocated according to their admissions policy. For further details please contact the admissions officer on 01642 526605

**Barley Fields Primary School
Lamb Lane
Ingleby Barwick
Stockton on Tees
TS17 0QP
Tel: 01642 767051**

Head Teacher—Mrs Caroline Taylor

**Email: barleyfields@sbcschools.org.uk
Website: <http://www.barleyfieldsprimaryschool.org.uk/>**

Nursery Application Form

Please complete this form and return to the school office.



Barley Fields
Primary School

Child's Name: _____

Address: _____

Post code: _____

Contact Telephone Numbers Home: _____

Mobile: _____

Email: _____

Child's Date of Birth: _____

Gender: _____

Names of Parent/Carer

Does your child have any siblings who attend this school? yes no

If yes, please give their names

Does your child have any special needs? yes no

If yes, please give details

Date of application: _____

Office Use:

Entry to nursery year _____ Entry to reception _____