'Let Your Light Shine'
Matthew 5:14-16 "You are the light of the world. A town built on a hill cannot be hidden.

St Bartholomew's C of E Primary School

Courage, Love and Respect

ADMISSIONS POLICY YEAR OF ENTRY 2027
NURSERY YEAR

Approved by: FGB

Last reviewed on: Autumn 2026
Next review due: Summer 2027

'Let Your Light Shine'
Matthew 5:14-16 "You are the light of the world. A town built on a hill cannot be hidden.

St Bartholomew's Church of England Primary School

ADMISSIONS POLICY YEAR OF ENTRY 2027
NURSERY YEAR

This policy outlines the admissions criteria and information that you will need when making an application for a nursery place at our school. St Bartholomew's is a Voluntary Aided Church of England School is within the Diocese of St Albans. We are a school teaching Christian Values and educating the 'whole child' through our spiritual, moral, social and cultural teaching. We work closely with the Diocese of St Albans and the local church of Wigginton.

How to apply
All applications must be made on the school online application form available on the school website - https://www.stbarts.herts.sch.uk/Admissions

Admissions information

· Apply online from: Monday 22 February 2027

· Application deadline: Friday 26 March 2027

· Offer date: Friday 23 April 2027

· Accept your place by: Friday 30th April 2027

The Governing Body will apply their admissions arrangements using the information submitted by parents in the School's application form.

The school allocates a maximum of 8 children per session.

Applications for nursery will be accepted throughout the year if capacity is available. Attendance at our Nursery **does not** guarantee a place in Reception. Parents of children admitted to our nursery **must** re-apply for a school place in the reception class for the following year.

15 Hours Provision
Allocation of a place at St Bartholomew's C of E VA Primary School and Nursery is strictly subject to the applicant's guarantee that the first 15 hours of Free Childcare Funding will be directed to this school.

30 Hours Provision
Parents may be eligible for 30 hours of free nursery provision and will need to apply for an eligibility code. Please see the following website to check conditions of eligibility and to apply.
https://www.gov.uk/apply-free-childcare-if-youre-working

If parents are not eligible for 30 hours funded provision, they may be able to pay for extra hours subject to spaces being available. We request that all 30 hours are taken at St Bartholomew's C of E VA School.

NURSERY ADMISSION RULES
September 2027

Admission to St Bartholomew's C of E Primary School will be allocated according to the following admission criteria and by applying for a place using the online admission form on the school website, by Friday 26th March 2027.

Website www.stbarts.herts.sch.uk

St Bartholomew's has one intake into its Nursery class which is the September following a child's third birthday. Entry into the Nursery class in September 2027 will be for those children born between 1 September 2023 and 31 August 2024. If the Nursery is not at capacity at this point, we will continue to accept applications for children in the term after they turn 3.

With regards to the age criteria, children will be eligible as follows:

- Born between 1 January - 31 March: eligible from the start of term beginning on, or following, 1 April after the child's third birthday

- Born between 1 April - 31 August: eligible from the start of term beginning on, or following 1 September after the child's third birthday

- Born between 1 September - 31 December: eligible from the start of term beginning on or following 1 January after the child's third birthday

Children under four years old who are admitted mid-year will require a pre-start assessment meeting with the parent/guardian to review their specific needs, such as toileting and settling-in requirements, prior to agreeing on a commencement date.

If there are fewer applications than places available at Nursery, all applicants will be admitted.

If there are more applications than places available, the oversubscription criteria outlined below will be used to prioritise applications.

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a statement of special educational needs that names their school.

Category 1 Children looked after and children who were previously looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order).

Category 2 Sibling Children who have a sibling on roll at the school at the time of application.

Category 3 Medical or Social Children for whom it can be demonstrated that they have a particular medical or social need to go to the school. A panel of governors will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically to St Bartholomew' School and must clearly demonstrate why it is the only school that can meet the child's needs. **Additional information to be completed within your application form for the Governor's to review.**

Category 4 Parish Boundary Children who at the time of the application have their home address either within the Ecclesiastical Parish of Wigginton or Osborne Way or the extension to Highfield Road known as "Upper Tring Park Road" (as marked on the plan available at the school). The Ecclesiastical Parish can also be checked via The Church of England website and also see map below.

Category 5 Nearest School Children for whom it is their nearest school.

These rules are applied in the order that they are printed above. If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer.

If there are two identical addresses of separate applicants, the tiebreak will be random.

Category 6 Any other children.

Continuing Interest (CI)

After places have been offered, St Bartholomew's Primary School will maintain a continuing interest (waiting) list for all Nursery applications. A child's position on a CI list will be determined by the admission criteria outlined above and a child's place on the list can change as other children join or leave it. St Bartholomew's Primary School will contact parents/cares if a vacancy becomes available. Continuing interest lists will be maintained for every year until the end of the summer term. If the Nursery class is oversubscribed, there is no appeal process for a Nursery place.

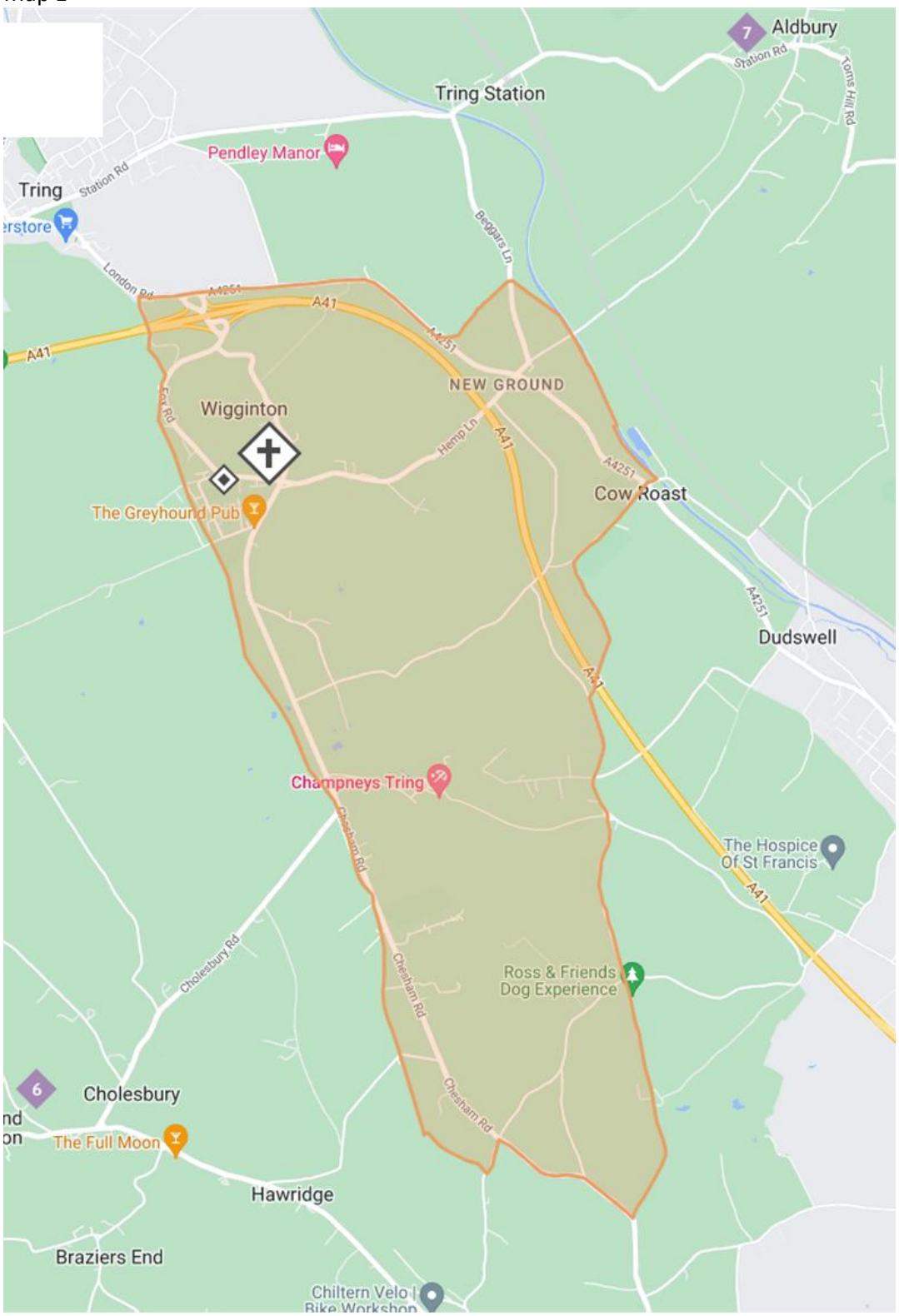
The school reserves the right to withdraw a nursery place where there is **persistent under-utilisation or poor attendance** without valid reason.

Help and advice

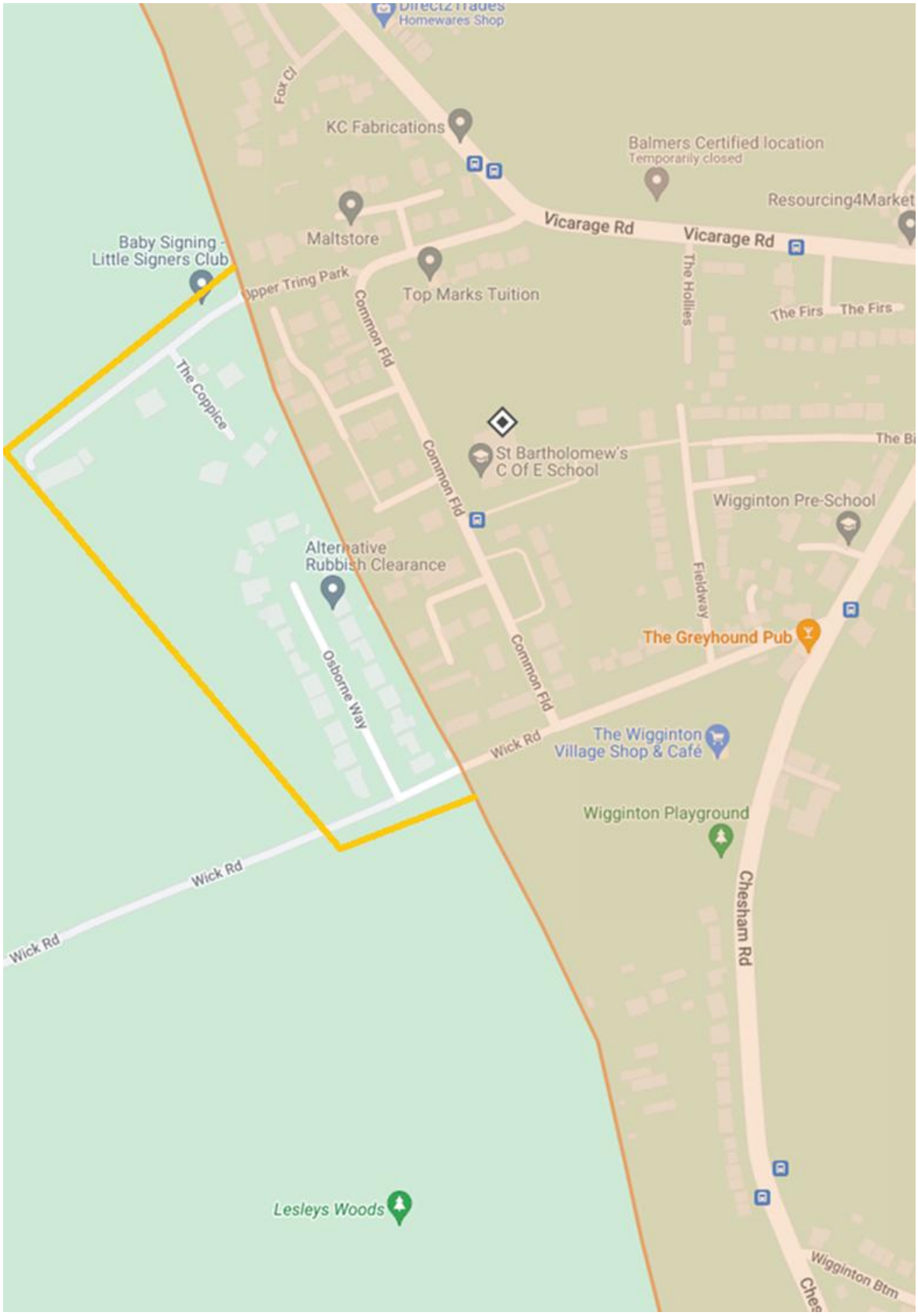
If you would like more guidance, help or advice relating to admissions, please contact the school office on 01442 822364

Map of the Ecclesiastical Parish of Wigginton

Map 1



Map 2



We reserve the right to amend the details in this document.