



St John's Primary Academy  
Admission Arrangements for  
Little Eagles



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## 2. Version control

| Date       | Version | Revision    | Owner                               |
|------------|---------|-------------|-------------------------------------|
| 12/02/2019 | 1.0     | New Policy. | Future Generation Trust Policy Team |
|            |         |             |                                     |
|            |         |             |                                     |
|            |         |             |                                     |
|            |         |             |                                     |

### **3. Purpose**

Little Eagles is a self-funded care facility managed by the Local Governing Body of St John's Primary Academy. The facility allows parents and carers the opportunity to pursue their employment, education or training commitments safe in the knowledge that their children are being cared for in a quality pre-school facility on the site of an 'Outstanding' Primary Academy.

Little Eagles has proven to be very popular and the service has struggled to meet the increased demand for places. Therefore, the purpose of this document is to ensure a fair and consistent process for allocating places in our pre-school facility.

### **4. Provision for 3 year olds**

Little Eagles cares for children from the term of their 3<sup>rd</sup> birthday. The number of places available complies directly with the legal space requirements. When considering admissions we are extremely mindful of staff : child ratios.

Places will usually be offered if a space is available at the starting date requested not the date of application. If a waiting list exists the following admission criteria will be applied:

1. Children currently attending who are increasing their sessions;
2. Children of St John's Primary Academy employees;
3. Looked after children;
4. A child known by the Local Authority as having special educational needs and whose needs can be met in the setting;
5. Children living within the defined catchment area for St John's Primary Academy;
6. Other children arranged in order of priority to how near their home addresses (front door) are to the main gate of the Academy, determined by a straight-line measurement as calculated utilising Google Maps.

### **5. Provision for 2 year olds**

Little Eagles offers a limited number of Early Education places for children after their 2<sup>nd</sup> birthday. The number of places available complies directly with the legal space requirements. When considering admissions we are extremely mindful of staff : child ratios.

Places will be offered for 2 year olds where space is available in the following order of priority:

1. Children eligible for Think 2 funding;
2. Children of St John's Primary Academy employees;
3. Children currently attending who are increasing their sessions;
4. Children living within the defined catchment area for St John's Primary Academy;
5. Other children arranged in order of priority to how near their home addresses (front door) are to the main gate of the Academy, determined by a straight-line measurement as calculated utilising Google Maps

## 6. Additional Notes

A copy of the registration form for Little Eagles is available on our website or may be collected from the academy office. The current charges relating to Little Eagles are included in our Charging and Remissions Policy, which is also available on the academy website.

A map of the catchment area of St. John's Primary Academy is available on our website and a copy is available from our school office upon request.

Attendance at St. John's Primary Academy Little Eagles will not guarantee admission to our Nursery or Reception Classes or give any advantage to the child's subsequent application for a Nursery or Reception place. Parents must make separate applications for admission to Nursery and Reception at the appropriate time.

There is no statutory right of appeal for admission to a pre-school setting. Any disputes over the administration of the policy will be dealt with by the Future Generation Trust Complaints Policy and Procedure.

## 7. Monitoring and Review

The Local Governing Body has overall responsibility for this policy and for reviewing its implementation and effectiveness. The Headteacher has day-to-day operational responsibility for this policy and must ensure that all staff are fully aware of its contents and trained accordingly.

This policy will be reviewed on an annual basis in line with the Admissions Policy for St John's Primary Academy Nursery and Reception.

**Policy adopted on: 28 February 2019**

**Review Date: January 2020**

**Signed: Stuart Ayres**

**Designation: Headteacher**