Richard Coates
CE Primary School



Nursery Admissions Policy 2027-28

Last reviewed- September 2026
Due for review- September 2027

PELE TRUST

Richard Coates CE Primary School is part of Pele Trust.

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Application Procedure - How and when to apply

The standard admission point for Nursery is the year prior to the child beginning their Reception year. If the school has additional capacity, there will be an additional admission point in January. Nursery places are allocated for the start of the academic year in September. Parents should apply directly to the school for nursery places. The deadline for applications is **Friday 5th February 2027.** Applications received after these dates will be classed as late applications and will be processed after all of the applications received on time. Applications for Nursery places after the start of the academic year, can be made at any time.

Richard Coates CE Primary School offers 15 or 30* hours of free nursery provision to children who are 3 years old on or before 31st August 2027.

Option 1- 15 hours:
Monday/Tuesday (full day 8.45am -3.10pm)
Wednesday AM (half day 8.45am-11.30am)

Option 2- 15 hours:
Wednesday PM (half day 12.30pm-3.10pm)
Thursday/Friday (full day 8.45am -3.10pm)

Option 3- 30 hours (Full Time):
Monday – Friday 8.45am -3.10pm

*Working parents may request 30 hours of free provision. Please see the DfE eligibility criteria via this link to see if you can access this extended provision.

Parents/carers should contact the school to express their interest in a place and submit an application by **Friday 5th February 2027.**

In the event that places are oversubscribed, the following criteria will be applied:

1. 'Looked After Children'
a) A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order 71. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989).
b) Children who appear (to the admission authority of the school) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A

child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

2. Children on whose behalf third party evidence of exceptional medical need is presented.

3. Children of staff employed at the school.

4. Children living within the catchment area who have a sibling already attending the school.

5. Children living within the catchment area, or those children on whose behalf firm evidence can be presented that they will be living in the catchment area by the appropriate date –normally 1st September in each academic year.

6. Children living in the catchment area of Pele Trust schools.

7. Children living in wider Northumberland.

8. Children residing outside of Northumberland.

9. Children on whose behalf preferences are expressed on grounds other than above.

Tie-breaker

Distance from the front door of the child's home to the main gate of the school will be the deciding factor with preference being given to those whose home address is nearest to the school as measured in a straight line ('as the crow flies').

Requests for places which are unsuccessful are placed on a waiting list and offered as and when places subsequently become available.

Offers of places for September 2027 intake will be made to parents/carers on **Thursday 4th March 2027.**

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Monitoring and review

This policy is reviewed annually by the Academy Committee and headteacher.

Changed By	Date	Version	Status (Brief explanation of changes made)	Date adopted by Academy Committee (if necessary)
JW	Sept 24	1.0	Policy adopted	
JW	Sept 25	1.1	Date changes only	1st October 2025
JW	Sept 26	1.2	Date changes only	18th September 2026

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Belsay Primary School

Darras Hall Primary School

Heddon St. Andrew's CE Primary School

Ponteland High School

Ponteland Primary School

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