Learning, growing, achieving-TOGETHER

St Meryl School
Nursery Admissions Criteria
2027 – 2028

This document outlines the Nursery Admissions Criteria for St Meryl School, which was initially considered and agreed by the Governing Body in 2018.

The school offers 26 places for 15 hours a week. This is five mornings, Monday to Friday, term time only for 38 weeks per year. Children are offered a place in Nursery starting in the September of the academic year in which they are four. Please note that applications to the Nursery and Reception classes are two separate procedures and attendance at Nursery does not guarantee admission to the Reception class.

Parents should apply directly to St Meryl School if they wish their children to attend the school's Nursery class from September 2027. If there are fewer applications than the 26 places available, all applicants will be admitted. However, if there are more than 26 applicants places will be allocated in the following order of priority:

1) Children with an Education, Health and Care Plan (EHCP) naming St Meryl School will be admitted in accordance with the Children and Families Act 2014. St Meryl School will admit children with an EHCP if they are able to cater for that child's specific needs and educational requirements.
2) Children looked after, previously looked after children, and who appear to have been in state care outside England and ceased to be in state care as a result of being adopted.
3) Children for whom it can be demonstrated that they have a particular medical or social need to attend the school.
4) Children who have a sibling on the roll of the school at the time of application, unless the sibling is in the last year of the normal age-range of the school (Year 6). If you have accepted the offer of a Reception place for September 2027 for another child in your family, this will also be considered a sibling application.
5) Children who live closest to the school.

Tie – Break

If more children qualify under a particular rule than there are places available, a tie-break will be used by applying the next rule to those children. For example if more children apply under rule 4 than there are places available rule 5 will be used to determine who is offered a place.
The admission criteria will also determine the position of children on the continued interest list. If any families do not accept the offer of a place this continued interest list will be used to offer additional places.
In considering rule 5, children who live closest to the school, the distance is measured in a straight line. Where there is a need for a tie-breaker when two different addresses measure the same distance from the school the tie-break will be random. If the addresses are in a block of flats the lower door number will be deemed nearer as this will be on the lower floor and therefore closer to the school.

The Nursery allocation process will be administered by St Meryl School. Distances will be calculated using the 'Find My Nearest School' website.
https://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/research-a-school/measuring-home-to-school-distance.aspx

Timeline for September 2027 Admissions

1) Parents usually warmly welcomed to visit the school by making an appointment with the Head Teacher via the school office. All details of the school are available in our prospectus, found here: https://www.stmeryl.herts.sch.uk/school-prospectus/
2) Applications can be made at any time online using the link below.
3) Applications close on **13th April 2027.**
4) Offers are made to parents on **23rd April 2027**. These offers are made via e-mail, or, if there is no e-mail address by telephone and if there is no response to telephone calls, by letter.
5) The deadline for parents to accept offers is **30th April 2027.**
6) If places remain unfilled additional places, to those on the initial continued interest list, will be offered from **4th May 2027.**

30 Hours Free Childcare

Although the school does not offer the additional 15 hours free childcare as part of our Nursery offer to families, we work in partnership with Little Hearts Pre-school located on-site here at St Meryl. Parents that qualify are able to enrol their child and secure

this additional 15 hours which provides a seamless 30 hours of provision, term time only.

Eligibility for the additional 15 hours childcare can be checked at www.childcarechoices.gov.uk

Additional Information

- Parents must complete the online St Meryl School application form (please use the link on page 4).
- Parents should ensure that any supporting documentation has been submitted with their application. (See application form for categories that require additional information to be submitted)
- If fewer than 26 places are accepted the remaining place(s) will be offered to the next applicant(s) on the original list.
- When all places have been accepted from this original list, a continued interest list, or waiting list, will be established to include all remaining confirmed applicants and any late applications received after the closing date.
- We ask parents on the continued interest list to keep the school advised of any changes in circumstance. The school will contact families on the continued interest list termly, to establish if they wish to continue to register an interest. Names will be removed from the list in the July following admission to the Nursery.
- As there is no statutory requirement for children to attend Nursery there will be no right of appeal.
- On receipt of an offer on 23rd April 2027, parents should ensure that they reply by 30th April 2027. The school will make every effort to contact you before this date to remind you that a response is required. However should we not receive your notification of acceptance by 30th April the offer will be withdrawn and the place made available to other children on the waiting list.
- If you are not offered a place in the Nursery class this means that other applicants have achieved higher placing than you when the admission criteria have been applied.

Applications under rule 3 Medical or Social Need

Applications under rule 3 medical or social need will only be considered at the time of the initial application. All applications will be considered separately but **must** include the following:

a) Specific, recent professional evidence that justifies why only St Meryl School can meet a child's individual needs and/or
b) Professional evidence that outlines exceptional family circumstances making clear why only St Meryl School can meet the child's needs
c) **For medical cases -** a clear explanation of why the child's severity of illness or disability makes attendance at St Meryl School essential. Evidence must show why only St Meryl School can meet the child's needs.

Applications under rule 3 can only be considered when supported by a recent letter from a professional involved with the child or family. For example a doctor, psychologist, police officer or social worker. The supporting evidence needs to be at the school as soon as possible but no later than the closing date for applications (13th April 2027).

In-Year Admissions

If a place becomes available during the school year this will be offered to the child at the top of the continued interest or waiting list. This list is subject to the admissions criteria as stated and any additional applications during the course of the academic year will be placed on the list after the admissions criteria have been applied to their application.

Glossary of Terms

a) **"Parents"** shall mean and include any person or persons *in loco parentis* to the applicant
b) **"Applicant"** is a child on whose behalf an application for admission is being made
c) "Sibling" means a brother, sister**,** half brother or sister, adopted brother or sister, or the child of the parent/carer or partner and in every case living in the same house Monday to Friday.
d) "Permanent home address" means the address as at the closing date of applications to St Meryl School. If a child regularly lives at more than one address Monday to Friday the address provided should be the address where the child spends the majority of his/her time. Both parents/carers must declare this individually with the application.

Attendance and Commitment to Nursery Provision

Although attendance at Nursery is not compulsory and children below statutory school age are not subject to school attendance legislation, St Meryl School places a high value on regular attendance.

Children make the strongest progress when they attend Nursery consistently and establish positive routines from the outset of their education. Parents are therefore expected to ensure that children attend Nursery every day that they are scheduled to attend, unless they are unwell or there are exceptional circumstances.

The school strongly discourages holidays and extended absences during term time, as these can disrupt children's learning, social development and transition into Reception. Where an absence is unavoidable, parents should inform the school as soon as possible.

Where a child has a pattern of poor attendance, frequent unexplained absences or an extended period of non-attendance, the school reserves the right to review whether the Nursery place is being used effectively and may discuss the continued use of the place with parents.

Please note that any information provided on or with the application that is found to be incorrect could result in the child's place at St Meryl School being withdrawn, even if they have already started in the Nursery class.

Please use the link below to apply for a Nursery place at St Meryl School.

Online Nursery Application Form

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