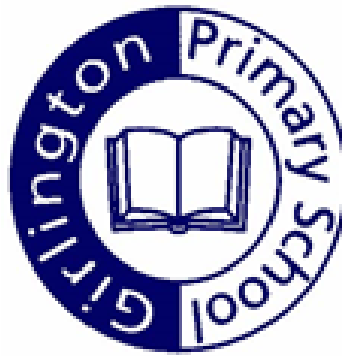




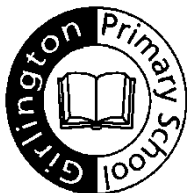
GIRLINGTON PRIMARY SCHOOL

Admissions Arrangements Policy

Date Policy Written: Autumn 2025

Date Policy Ratified: Autumn 2026

Date Policy to be Reviewed: Autumn 2026



GIRLINGTON PRIMARY SCHOOL	Reviewed By
(Statutory) S1 Admissions Arrangement – Nursery	AHT _____ Administrator _____

Girlington Primary School is a co-educational community school, which seeks to serve the needs of the local community. Applications are therefore welcomed from all sections of the community. Parents may telephone the school or visit in person to register their child on the waiting list for the Nursery. Admissions are not based on aptitude or ability.

Children will be admitted to Nursery having taken into account the following criteria (which is the same as the City of Bradford MDC's admissions policy for reception):

- 1. Children who have an older brother or sister who lives at the same address and will still be at the school at the time of admission. We include stepchildren and fostered children as part of the same family. We do not include cousins or children from different families sharing the same house.**
- 2. Other children.**
If there are not enough places for everyone who has applied children living in the defined catchment area will be offered the remaining places. In the event there is not defined catchment area and/or there are still places those living closest will be offered the remaining places.

We will endeavour to accommodate emergency placements requested by social services or other outside agencies if vacancies are available.

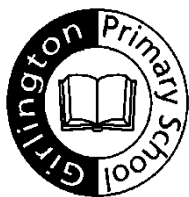
Nursery provides forty places in the morning and forty in the afternoon. Some of these places will be offered to the children eligible for 30 hours.

Parents will be notified by letter or telephone if their child has been offered a place in the Nursery and asked to come into school to complete the admissions form.

All children who have a place will receive a home visit from one of the key workers in nursery. Arrangements are also made for new children to visit Nursery before they formally start. Children are invited to attend stay and play sessions in Nursery, prior to them starting.

Nursery children who are on extended holidays or out of the country for some time will be taken off the register after the agreed return date.
Therefore, this may result in reserved places being lost.

A place in nursery does not guarantee a place in school



GIRLINGTON PRIMARY SCHOOL

Admissions arrangements – Reception

Girlington Primary School is a co-educational community school, which seeks to serve the needs of the local community. Applications are therefore welcomed from all sections of the community.

Pupils will be admitted full time into Reception in the academic year in which they are five i.e. September 1st – August 31st. The standard admission number for the school is 60.

At Girlington Primary School there are normally many more applications for places than are available, school has a Priority Admission Area; maps of the areas can be viewed at the school or from Margaret McMillan Tower:

Where the number of preferences for school exceeds the number of places available, priority will be given to children in the following categories:

1. Children in public care (looked after children).
2. Children resident in the school's Priority Admission Area who have an older brother or sister, attending from the same address and who will still be attending the school at the time of admission (in-area siblings).
3. Children resident outside the school's Priority Admission Area* who have an older brother or sister, attending from the same address and who will still be attending the school at the time of admission (out-of-area siblings).
4. Other children resident in the school's Priority Admission Area.
5. Other children resident outside the school's Priority Admission Area.*

When demand exceeds places in any one of the above criteria, the distance between home and school, measured by a straight line, from the main entrance of the home to the main entrance of the school building, will be used to decide who is given a place; those living nearest being given the available places.

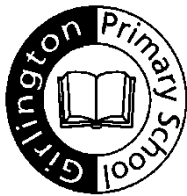
In Year Admissions

Girlington Primary School is a co-education community school, which seeks to serve the needs of the local community. Applications are therefore welcomed from all sections of the community.

In Year Admissions Policy

If families have moved into the Girlington area and are looking for a place for their child/children at Girlington Primary School, they will need to fill in an In-Year Common Application Form (iCAF), which can be obtained from the office at school in between the hours of 8am – 4pm. Alternatively for additional information and application forms parents can print one off the schools website (<https://www.girlingtonprimary.co.uk/parents/admissions/in-year-admissions/>) and post it to the address provided on the form.

The process takes approximately 20 working days on receipt of the application.



GIRLINGTON PRIMARY SCHOOL

Admissions arrangements – Two year old provision

Girlington Primary School is a co-educational community school, which seeks to serve the needs of the local community. Applications are therefore welcomed from all sections of the community. Parents may telephone the school or visit in person to register their child on the waiting list for the two year provision.

Our Two year old provision provides part-time places for thirty two children. The free entitlement can be taken over five days term time only.

For children to be able to access these places they must meet the following Local Authority criteria:

You are eligible if your child is aged two and you are claiming one of the following:

- Income Support
- income-based Jobseeker's Allowance (JSA)
- income-related Employment and Support Allowance (ESA)
- Universal Credit, and your household income is £15,400 a year or less after tax, not including benefit payments
- the guaranteed element of Pension Credit
- Child Tax Credit, Working Tax Credit (or both), and your household income is £16,190 a year or less before tax
- Support under part VI of the immigration and Asylum Act 1999
- 2-year-olds can also get free childcare if they:
 - are looked after by a local authority
 - have an education, health and care (EHC) plan
 - get [Disability Living Allowance](#)
 - have left care under an adoption order, special guardianship order or a child arrangements order

If you're a non- UK citizen who cannot claim benefits

If your immigration status says you have 'no recourse to public funds', you may still get free childcare for your 2-year-old. You must live in England and your household income must be no more than:

- £26,500 for families outside of London with one child
- £30,600 for families outside of London with two or more children

- You cannot have savings or investments of more than £16,000

Children will be admitted to our 2-year-old provision having taken into account the following criteria (which is the same as the City of Bradford MDC's admissions policy for reception):

- Children who have an older brother or sister who lives at the same address and will still be at the school at the time of admission. We include stepchildren and fostered children as part of the same family. We do not include cousins or children from different families sharing the same house.
- Other children.
If there are not enough places for everyone who has applied children living in the defined catchment area will be offered the remaining places. In the event there is not defined catchment area and/or there are still places those living closest will be offered the remaining places.
- If we still have places available, we will then offer this to families under the Working Families Scheme. Please see the following website to check eligibility
www.childcarechoices.gov.uk

We will endeavour to accommodate emergency placements requested by social services or other outside agencies if vacancies are available.

Eligible children will be able to access the provision the term after their 2nd birthday.

Parents will be notified by letter or telephone if their child has been offered a place in our two year old provision and asked to come into school to complete the admissions form.

All children who have a place will receive a home visit from a key worker and arrangements will be made for new children to visit the setting before they formally start. Children are invited to attend stay and play sessions in the 2 Year old provision prior to them starting.

Children who are accessing 2 year old provision who are on extended holidays or out of the country for some time will be taken off the register after the agreed return date. Therefore this may result in reserved places being lost.

A place in our two year old provision does not guarantee a place in school