Brownhills West Primary School

Nursery Admission Arrangements for Brownhills West Nursery

Approved by:	LGB	**Date:**	November 2025
Next review due by:	November 2026		

Brownhills West School is responsible for admissions to their Nursery. This policy will be used to determine such admissions. Parents do not have a statutory right to appeal to an independent appeal panel in relation to nursery admissions, so it is essential therefore, that all admission decisions can be justified by reference to the criteria stated below.

Every child is entitled to a 15 hour free nursery place in an early years setting from the September following their third birthday, for 38 weeks a year. Parents may be eligible for 30-hours free childcare if they and their partner (if they have one) are:
· In work, or getting parental leave, sick leave or annual leave
· Each earning at least the national minimum wage or living wage for at least 16 hours a week
· If you're not working but restarting or starting work in the next 31 days

You may still be eligible if your partner is working and you get Incapacity Benefit, Severe Disablement Allowance, Carer's Allowance or contribution based Employment and Support Allowance.

This earnings limit does not apply if you're self-employed and started your business less than 12 months ago.

You are not eligible if:
· your child does not usually live with you.
· either you or your partner has an 'adjusted net income' £100,000 in the current tax year
· you are from outside the EEA and your UK residence card says you cannot access public funds.

Planned Admission Numbers

The school has capacity for 26 Nursery places (6 of these can be for 30 hours a week if eligible (see above)).

Children eligible for 15 hours will attend 8.40am to 11.40am, Monday to Friday.
Children eligible for 30 hours will attend 8.40am to 2.45pm, Monday to Friday. They may bring a packed lunch from home, or order a school meal (please ask for cost if interested). All places are allocated in accordance with the over subscription criteria.

Brownhills West Primary School

Nursery Applications

Nursery application packs are available from the school office, and should be returned directly to school.

Spring/summer term admissions:

If places are available during the spring or summer term, they will be offered to children who are interested. Parents/carers and children will be invited in to visit the setting and get to know the staff. Funding for nursery is available for all children the term after their third birthday. Please see the table below for further information.

Birthday when child turns three	When a funded place can start
1 January - 31 March	funded places can start in the summer term (from 1 April)
1 April - 31 August	funded places can start in the autumn term (from 1 September)
1 September - 31 December	funded places can start in the spring term (from 1 January)

Wrap Around Care

Wrap around care is available at an additional cost (if interested, please contact the office for prices).

Breakfast Club is available from 7:40am-8:40am.
After School Club is available from 3:30pm-5:00pm.
Nursery Wraparound is available Mon - Thurs 2.45-3.20pm for £2.50.

Over-Subscription and late applicants

Where applications for admission exceed the number of places available, the following criteria will be applied (in the order set out below).
1. Children already attending Brownhills West Nursery (i.e. 5 term Nursery children).
2. Children who will be eligible for a Reception place the following academic year:
2.1 either live within a 1.8-mile radius of Brownhills West School OR
have a sibling attending Brownhills West School between the years of Reception and Year 5 in the current academic year.
3. Proximity of the child's home to the school, with those living nearer being given the higher priority

Parents/carers Responsibility

Parents/carers are responsible to inform the school in writing if their address has changed to ensure the criteria is applied accurately.

Brownhills West
Primary School