Yorke Mead Primary School

Nursery Admission Application Form 2025/2026

Please complete this form clearly in **CAPITAL** letters and in ink and **enclose a stamped, self-addressed envelope if you wish the school to acknowledge receipt of the application**. This form must be returned directly to the school by **Friday 28th February 2025**. **If you are posting the form and have enclosed a stamped addressed envelope, please allow a minimum of 10 school days to receive confirmation of receipt.**

Forms will be accepted if submitted via e-mail but please request receipt of the form if submitted via email to ensure your form has been received.

Unless you are providing evidence of a Specific Educational Need or have moved house within the preceding six months, please do not enclose any supporting documentation or proof of address.

Child's surname………………………………………………………… Child's first name……………………………………………………….

Child's permanent address………

Post code…………………………………………………………………….

Child's Date of Birth   ………/……… /…………   Sex   Male/Female *please delete as appropriate

Telephone Number   Home ……………………………………………………….   Mobile …………………………………………………………

Email address……

Is your child a twin?   YES/NO (*If yes please ensure you complete a separate application form for each child*)

Does your child have a sibling at Yorke Mead   YES/NO   Parent Name(s) ……………………………………………………………….

Sibling Name(s)……………………………………………………………   Year Group(s)………………………………………….

Please read the Admission Arrangements **overleaf** and answer **ALL** of the following questions by CIRCLING either YES or NO. You should answer YES to at least one question.

(1)	Does the child have a Statement of Special Educational Needs/Education and Healthcare Plan which names a specific school? *See criteria 2*	YES	NO
(2)	Is the child in Public Care (children looked after)? *See criteria 1*	YES	NO
(3)	Is the child 'At Risk' (or the sibling of a child 'At Risk') *See criteria 1*	YES	NO
(4i)	Does the child have a particular medical or social need to go to a specific school? *See criteria 2*	YES	NO
(4ii)	Does the child have a sibling at the school at the time of application? *See criteria 4*	YES	NO
(5)	Have you given the child's permanent address? *See criteria 5 & Notes 'Distance Measurement'*	YES	NO

To the best of my knowledge the information given by me in connection with this application is correct. I agree to notify the Admissions Officer at the school immediately of any change of address or other circumstances which in any way affect this application. I understand that this information will be checked, including the address.

Signed ………………………………………………………………………. (Parent/Guardian) Date …………………………………………………..

Hertfordshire County Council's oversubscription criteria for community and voluntary controlled, first, infant, primary, junior and middle schools for the school year 2025/26.

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a statement of special educational needs that names their school. Schools must also admit children with an EHC (Education, Health and Care) Plan that names the school .If there are fewer applications than places available at a school all applicants will be admitted. If there are more applications than places available, the criteria outlined below will be used to prioritise applications.

Oversubscription criteria

Rule 1: Children looked after and children who were previously looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order)*.

Rule 2: Medical or Social Children for whom it can be demonstrated that they have a particular medical or social need to go to the school*. A panel of governors will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically to the school applied for under Rule 2 and must clearly demonstrate why it is the only school that can meet the child's needs.

Rule 3: Linked School (This rule only applies to pupils who are currently attending an infant school which has a linked junior school[1].) In the case of junior schools, children who attend the linked infant school at the time of their application.

Rule 4: Sibling Children who have a sibling on the roll of the school or linked school at the time of application*. This applies to reception through to Year 5 in infant, junior and primary schools; and from reception through to Year 3 in first schools; and from Year 5 to Year 7 in middle schools.

Rule 5: Nearest School Children for whom it is their nearest community or voluntary-controlled school or an own admitting school or academy[2] using Hertfordshire County Council's admission rules.

Rule 6: Distance Children who live nearest to the school. Children not considered under rule 5 will be considered under rule 6.

These rules are applied in the order they are printed above. 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.

Tie Break

When there is a need for a tie break where two different addresses are the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

Continuing Interest

After places have been offered, Yorke Mead will maintain a continuing interest (waiting) list for all community and voluntary controlled schools. A child's position on a CI list will be determined by the admission criteria outlined above and a child's place on the list can change as other children join or leave it. The school will contact parents/carers if a vacancy becomes available and it can be offered to a child. Continuing interest lists will be maintained for every year group until the end of the summer term.

Fair Access

Community and voluntary controlled schools will admit children under the Fair Access Protocol before those on continuing interest, and over the Published Admission Number (PAN) if required.

Notes

'Applicant' is a child on whose behalf an application is being made.

'Parents' shall mean and include any person in loco parentis to the applicant.

'Sibling' shall mean the sister, brother, half brother or sister, adopted brother or sister, or child of the parent/carer or partner, and in every case living in the same house from Monday to Friday.

'Children in public care' (children looked after) is as defined in The Education (Admission of Looked after Children) (England) Regulations 2005.

'Permanent home address' shall mean the address provided as the child's current permanent address as at the closing date of application. The application can only be processed using one address. If the 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 their time. Both parent/carers must declare this individually in a letter sent with the application.

'Distance measurement' shall mean all distances will be a 'straight line' measurement from the postal address point of each individual house to the address point of the school.

'Admissions Procedure' shall mean as an admitting authority the school's responsibility will be to apply the rules to each applicant and offer places up to the schools PAN (Published Admission Number).

'Medical or social need'

Rule 4 (i) applications will only be considered at the time of the initial application. All applications will be considered individually but a successful application should include the following:

a. Specific recent professional evidence that justifies why only Yorke Mead School can meet a child's individual needs, and/or

b. Professional evidence that outlines exceptional family circumstances making clear why only a specific 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 a specific school essential. Evidence should make clear why only a specific school is appropriate.

Applications under Rule 4 (i) can only be considered when supported by a recent letter from a professional involved with the child or family. For example, a doctor, psychologist or police officer. The supporting evidence needs to be at the school by Friday 28th February 2025 when applications close.