

Headteacher: Mrs Helen Gillingham
BA (Hons) PGCE MA NPQH

Telephone: 01920-870097

Web: www.standrews323.herts.sch.uk

Email: admin@standrews323.herts.sch.uk



St. Andrew's Church of England VC
Primary School
Mill Race
Stanstead Abbots
Nr. Ware
Hertfordshire
SG12 8BZ

St Andrew's Church of England VC Primary School **Nursery Admissions 2025/26**

Dear Parents and Carers,

Thank you for your interest in St Andrew's Church of England VC Primary School Nursery. The following pages contain information about our Nursery and an Application Form to apply for September 2025.

Please telephone the School Office on 01920 870097 if you require any further information or have any queries. Thank you.

This application process is for children born between 1st September 2021 to 31st August 2022

Please find attached the following information for Nursery Admissions for 15 hours Free Early Years Provision

1. Nursery class introduction flyer
2. St Andrew's Nursery Application Form 2025/26
3. Supplementary Nursery Requirements Form 2025/26
4. Admissions Arrangements for St Andrew's Nursery 2025/26
5. 30 hours free childcare flyer

Applying for St Andrew's Nursery

Parents/carers are required to complete the attached Nursery Application Form and Supplementary Nursery Requirements Form, returning both either to the School Office or by email to admissions@standrews323.herts.sch.uk by Friday, 28th February 2025 for the application to be considered on time.

St Andrew's Primary is a one form entry primary school and Nursery in the village of Stanstead Abbots. As a Church of England school, our worship is Christian and Bible-based and we have strong links with the local Parish Church of St Andrew's (in the Diocese of St Albans). We have a very supportive and informed team of Governors behind us and a very active FOSTA (Friends of St Andrew's) who contribute greatly, supporting both the social life of our children and families as well as providing essential fundraising. Parents/Carers are an integral part of our school family, including in Nursery and are welcome in school in many volunteer roles.

Starting Nursery is an important first step in your child's learning journey and working with you, we can ensure this is a positive experience for your child in our nurturing and supportive environment.

St Andrew's Nursery class will provide your child with an excellent start to their education and firm foundations upon which the rest of their learning in school will be built.

St Andrew's Nursery is an integral part of St Andrew's Church of England VC Primary School, which is rated 'Good' by Ofsted. All applications for Nursery places are processed at the same time, for the whole academic year. Unless there are exceptional circumstances (eg. SEN needs), applications for the Nursery will be for the whole academic year and all Nursery children will start in September 2025.



Hertfordshire County Council is required by law to deliver 15 hours a week of free Early Years provision for all 3 and 4 year olds. **St Andrew's offers full time provision of 3 hours per session, 5 days a week. Places will be allocated to 30 children for the mornings only Nursery, from 8.45 – 11.45. Children are expected to attend five mornings** to ensure continuity in their learning and access to the whole curriculum.

Following the timeline below, (and according to the published admissions criteria if more than 30 applications are received), parents will be notified on **Monday, 24th March** if a place has been offered for the morning Nursery. Any other childcare preferences that parents may have requested will then be considered and notified at the same time.

Nursery Admissions Timeline 2025/26

Event	Date	Additional Information
Applications open	Friday, 1st November 2024	To apply: Please download the application form from the website and return by email to: admissions@standrews323.herts.sch.uk or contact the School Office for a paper copy.
Application deadline	Friday, 28th February 2025	Applications received after this date will not be considered for a Nursery place until after 28 th April 2025.
Offer date	Monday, 24th March 2025	We will email you with the outcome of your application on this date. Notification letters will be posted to any applicant requesting a paper response.
Acceptance date	Tuesday, 22nd April 2025	Last date for accepting the place offered. Please ensure that you have accepted the place in writing or sent an email to: admissions@standrews323.herts.sch.uk

The Nursery operates term time only and follows the school calendar observing the same holidays.

Allocation of a Nursery place does not guarantee subsequent admission into St Andrew's Church of England VC Primary School Reception class. Parents must re-apply for a school place through Hertfordshire County Council and not directly to the school. (see <https://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/primary-junior-and-middle-schools/primary-junior-and-middle-school-places.aspx> for further information)

Thank you for your interest in our Nursery. Why don't you come along and find out more? We would be happy to show you around. Please telephone the School Office on 01920 870097 for a tour or if you require any further information.



30 HOUR FUNDING

In addition to the free 15 hours' Nursery provision during the morning, St Andrew's Primary School in partnership with Bobtails Playgroup offer a further 15 hours childcare provision during the afternoons on the school site. This is part of the Government's '30 Hours Funding' initiative. The afternoon provision is as follows:

In St Andrew's Primary (Nursery)	Tuesday and Thursday afternoons	(6 hours)
In Bobtails Playgroup	Monday, Wednesday and Friday afternoons	(9 hours)

- You can apply for any of several options for Tuesday and Thursday afternoon provision in St Andrew's on the **Supplementary Nursery Requirements Form** in this pack.
- Please apply directly to Bobtails Playgroup (01920 871273) for provision on a Monday, Wednesday or a Friday afternoon. St Andrew's Nursery children who are staying for Bobtails afternoon provision are taken through to Bobtails by a member of St Andrew's staff at 11.45.

For further information on '30 hours funding' please go to: <https://www.childcarechoices.gov.uk/>. On application, if your family qualify, you will be provided with a voucher code.

Parents who are not eligible for the additional 15 hours funding will be able to take up the afternoon provision and pay for the sessions, if required. St Andrew's and Bobtails will send invoices home.

PLEASE NOTE: TO APPLY FOR 30 HOUR PROVISION FOR THE AUTUMN TERM 2025, PARENTS MUST APPLY FOR THEIR VOUCHER CODE BY THURSDAY, 31ST AUGUST 2025, AT THE VERY LATEST. Applications made after 1st September 2025 will only be valid for funding for the Spring term 2026 onwards. If you are unsure if you wish to take up any additional sessions it is better to apply for the code, and then decide afterwards.

Parents are responsible for validating their voucher code every 3 months or as required. Failure to update the voucher code may result in your child losing their 30 hours childcare entitlement.

For Government-funded or chargeable additional hours a termly commitment is required. Should you wish to change your arrangement this may be able to be actioned upon request - please contact the School Office.

If you would like any further information or clarification on the 30 hour funding and your entitlement, please see the attached flyer '30 hours free childcare' or contact the School Office on 01920 870097.

TOASTIES – NURSERY BREAKFAST CLUB

In addition to our afternoon, wraparound sessions, we are also able to offer parents the opportunity of a Nursery Breakfast Club (Toasties). The club runs from 7.30am – 8.45am every morning.

The sessions are currently £6.00 per morning (based on September 24) and can be paid either directly to the school or by employer childcare vouchers.

If you are interested in taking up this provision, please indicate your preference on the attached **Supplementary Nursery Requirements Form**. Thank you.

