

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

Telephone: 01920-870097

Fax: 01920-872556

Web: [www.standrews323.herts.sch.uk](http://www.standrews323.herts.sch.uk)

Email: [admin@standrews323.herts.sch.uk](mailto: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 2020/21 and 30 Hour Provision

Welcome!

This application process is for children born between 1<sup>st</sup> September 2016 to 31<sup>st</sup> August 2017

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 2020.

HCC 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 from 8.45 – 11.45am. Places will be allocated to 30 children for the mornings only Nursery. Children are expected to attend five mornings** to ensure continuity in their learning and access to the whole curriculum.

**The Admission Criteria for St Andrew's Primary Nursery can be found on the Nursery Admissions Policy along with the Nursery Admissions Timeline for 2020/21.** If there are fewer applications than places available, all applicants will be admitted. If there are more applications than places available (30), the criteria outlined on the policy will be used to prioritise applications.

**Continuing Interest List:** If more than 30 applications are received for the academic year, St Andrew's Primary will operate a Continuing Interest List for any places which may become available.

**To apply for St Andrew's Nursery, parents / carers are required to complete the Nursery Application Form and Supplementary Application Form, returning both either to the School Office or by email to [admissions@standrews323.herts.sch.uk](mailto:admissions@standrews323.herts.sch.uk) by Friday, 28<sup>th</sup> February 2020 for the application to be considered on time.**



Parents will be notified on **Monday, 23<sup>rd</sup> March 2020** if a place has been offered for the morning Nursery. On acceptance of the place by the parent/carer, an HCC mandatory 'Parent Declaration' form will then be sent to confirm any funding eligibility. Parents may be asked to provide proof of their child's date of birth (eg. birth certificate or passport) and address at this time.

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 C of E 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 and 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**

As you may be aware from HM Government publicity, the Government is offering a childcare entitlement to some working parents of 3 and 4 year old children. The 30 hour childcare provision has eligibility criteria (*please see Childcare Choices website for further information*) and requires parents to apply for a voucher code to confirm their eligibility.

St Andrew's Primary School, in partnership with Bobtails Playgroup, offer parents 30 hours free childcare provision on the same school site. **This is an extra 15 hours per week, to those parents who are eligible, in addition to the children's existing 15 hours free early education (Nursery) funding.** This provision is offered in the afternoons only – please see timings below:-

**The extra 15 hours free childcare is available to parents as follows:-**

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

#### **Timings:-**

St Andrew's Primary	8.45 – 11.45am ( <i>usual Nursery provision</i> ) <b>11.45am – 2.45pm</b> (additional childcare 3 hours per session) <b>2.45pm – 3.15pm</b> – additional top up
Bobtails Playgroup	9.00am – 12 noon ( <i>usual Bobtails Playgroup</i> ) <b>12 noon to 3.00pm</b> (additional childcare 3 hours per session) <b>3.00pm to 3.30pm</b> – additional top up

(Please see **Supplementary Application Form** for applying for various options)

Parents wishing to take up any afternoon provision offered by Bobtails Playgroup, should apply directly to the provider. (*Children attending St Andrew's Nursery in the morning are taken to Bobtails at 11.45am for the afternoon provision as required*). Further information can be obtained from Bobtails Playgroup (Keely) on 01920 871273.



To check eligibility for funding – please check the following website: <https://www.childcarechoices.gov.uk/>

**PLEASE NOTE:** TO APPLY FOR 30 HOUR PROVISION FOR THE AUTUMN TERM, PARENTS **MUST** APPLY FOR THEIR VOUCHER CODE **BY FRIDAY, 31<sup>ST</sup> AUGUST 2020**, AT THE VERY LATEST.

If you are unsure if you wish to take up the additional sessions, it is better to apply for the code and then decide afterwards. The code cannot be applied for after 31<sup>st</sup> August 2020 for funding from 1<sup>st</sup> September 2020. Eligible codes applied for late (ie after 1<sup>st</sup> September 2020) will only be valid for funding for the Spring term 2021 onwards.

- Parents who are ineligible for the additional 15 hours funding will be able to pay for the afternoon sessions, if required.
- Parents/Carers are responsible for validating their 11 digit eligibility code every 3 months or as required. Failure to update the eligibility code may result in your child losing their 30 hours childcare entitlement. Parents/Carers will still be eligible for the morning, 15 hours.
- Please be aware that for Government funded or chargeable additional hours (ie afternoon provision), a termly commitment is required. However, chargeable extra hours (eg. top-up hours) are available upon request throughout the term.

If you would like any further information or clarification on the 30 hour funding and your entitlement, please pop in or call the School Office on 01920 870097.

