



Our Lady & St Edward Primary & Nursery Catholic Voluntary Academy

Gordon Road, Nottingham, NG3 2LG

Tel: 0115 9155 800

(Part of Our Lady of Lourdes Catholic Multi Academy Trust)

NURSERY APPLICATION FORM

Child's Full Name _____

Date of Birth _____ (Please provide a copy of Birth Certificate)

Present Nursery (if applicable) _____

Religion _____

Date & Place of Baptism (if applicable) _____
_____ (Please provide a copy of the Baptismal Certificate)

Please give details of any special needs your child has - behaviour, learning, medical

I would prefer a morning/afternoon place (please circle preference)

Parents/Carers_Name(s)

Address _____

Telephone Number(s) _____

Please state your reasons for applying for a place at this nursery

Please confirm the name of any siblings attending school _____

Signature _____ Date _____

Completing the application form does not guarantee that there will be a space available for your child. Admission to the Nursery does not guarantee a place in main school.

Admission to the Nursery

Parents seeking a Nursery place should fill in an application form well before the child's third birthday. The application will be kept on file until the child is approaching three years of age, when parents will be contacted.

This is a twenty-five place Nursery and numbers in each session cannot exceed this limit. We aim to admit children shortly after their third birthday, numbers permitting. A delay in admission will occur if places are unavailable.

We endeavour to provide a Nursery education for all children who apply, but in the case of over subscription, the School Admission Criteria is used to allocate places as follows:

- 1) Catholic looked after or previously looked after children.
- 2) Catholic children living in the parish of Our Lady & St Edward who will have a sibling at the academy at the proposed time of admission.
- 3) Catholic children living in the parish of Our Lady & St Edward.
- 4) Catholic children living outside the parish of Our Lady & St Edward who will have a sibling attending the academy at the proposed time of admission.
- 5) Catholic children living outside the parish of Our Lady & St Edward.
- 6) Other children who are looked after or previously looked after children.
- 7) Other children who will have a sibling attending the academy at the proposed time of admission.
- 8) Other children.

In the event of over subscription in any category, places will be awarded in the first instance to those living nearest to the school based on a straight line measurement from the School boundary closest to the child's home.

Parents are asked to express a preference for a morning or afternoon place. We try to give you the session of your choice, but if the session you request is oversubscribed you may be offered a place in the other session.

Parents are asked to ensure that their child attends Nursery regularly and to inform Nursery staff if a child is absent for any reason. Persistently poor attendance could lead to the Nursery place being removed and being offered to another child. Although children in Nursery are not of statutory school age we apply the Multi Academy Trust policy regarding attendance. Further information regarding the South Nottingham Catholic Academy Trust Attendance Policy can be found on our website www.olseacademy.org.uk

Admission to the Nursery does not guarantee a place in main school. Parents must still apply for a Reception place through Nottingham City Council and include appropriate documents to support application.

I have read and understood the above information.

Signature _____ Date _____