

APPLICATION FOR A PLACE IN NURSERY - SESSION 2017/2018

Pre School - Children born between 1 March 2013 - 28 February 2014 are eligible from August 2017

Pre Pre - Children born between 1 March 2014 - 28 February 2015 are eligible from term after their third birthday

2 year olds - Children born between 1 March 2015 - 28 February 2016 - check with nurseries for **eligibility criteria**

NOTE FOR PARENTS / CARERS

TO ENSURE YOUR CHILD'S PLACE DURING SESSION 2017-2018 YOU MUST SUBMIT A COMPLETED APPLICATION FORM BY THE FOLLOWING DATES:

Date of Birth	Closing Date for Application
1/3/13-31/8/14	20/3/17
1/9/14-31/12/14	6/10/17
1/1/15-28/2/15	9/2/18

These notes will help you understand the system for allocating places in Clackmannanshire.

Headteachers or other managers and staff will be happy to discuss this with you.

WHAT WE OFFER

All children can be offered an entitlement to 600 hours in a local authority nursery. **Please note: this may not always be in your first choice. You can also use your entitlement in a Registered Partnership Provider.**

The government system of grant funding means children become eligible for a free place from the term after their third birthday. this entitles all eligible children to an early learning and childcare place of up to five sessions of 3 hours and 10 minutes per week for 38 weeks in a local authority nursery or a Registered Partnership Provider. This place can be 5 morning sessions, 5 afternoon sessions or 5 sessions over the week.

Some 2 year old children are entitled to free nursery provision from the term after their second birthday. Children born between 1 March 2015 - 28 February 2016 may be eligible but please check with the nurseries for the criteria. Only ABC Nursery, Banchory Nursery Class, Clackmannan Nursery Class, Sauchie Nursery School and Tillicultry Nursery Class, Park Nursery Class, Coalsnaughton Nursery Class and St Serf's Nursery Class are able to accommodate eligible 2 year olds. Applications for eligible 2 year old children are accepted throughout the year.

Children born between 1 March 2015 and 31 August 2015 are not eligible for a funded place as a 3 year old until August 2018.

The cut off dates for admission as a three year old are:

Autumn Term (Aug - Dec) Term 2017	Spring Term (Jan - March) Term 2018	Summer Term (April - June) Term 2018
Children born between 1 March 2014 and 31 August 2014	Children born between 1 September 2014 and 31 December 2014	Children born between 1 January 2015 and 28 February 2015

TRANSITION TO PRIMARY EDUCATION

By law, a child who has his/her fifth birthday before 22nd August 2017 must start school on 22nd August 2017.

If you are considering delaying your child's entry to primary school until August 2018, you must discuss this with the Headteacher/Manager at your child's nursery from whom you should request a Deferred Entry Form and a Primary School Enrolment Pack.

To ensure that your child has a place at primary school pending final decision on entry date we strongly recommend that you enrol your child at your catchment area Primary School. You may give up this place if you decide to delay your child's entry to primary school until August 2018, without penalty.

If your child's fifth birthday falls in January or February 2018, s/he can have an additional year of pre-school education if required after discussion with the head of nursery.

If your child's fifth birthday falls between 22nd August 2017 and 31st December 2017 you can apply for an additional year of pre-school education, but a place will only be granted at the discretion of the Council.

APPLICATION PROCEDURE

Please note that you are asked on the form to indicate your 1st and 2nd choice. Closing dates for applications are dependant on your child's Date of birth, however you can apply at any point. Forms must be returned to your 1st choice nursery. If applying for a split placement please give a copy of the application form to each centre.

Date of Birth	Closing Date for Application
1/3/13-31/8/14	20/3/17
1/9/14-31/12/14	6/10/17
1/1/15-28/2/15	9/2/18

Please note: If you apply after the above closing dates we cannot guarantee that there will be a place available.

FURTHER INFORMATION

Initial queries should be discussed in the first instance with the headteacher or Manager.

ALLOCATION OF PLACES

Priority in the allocation of places will initially be given to children who live in the catchment area of the nursery for which they have applied.

All children living in the catchment area will be considered for a place **before children outwith the catchment area**. Further information can be supplied by Headteachers.

For children outwith the catchment area, priority will be given to any child whose brother(s) or sister(s) already attend the "associated primary school" of a particular nursery school or class.

Please note that for children outwith the catchment area who are considered in need of protection, and/or children with any additional support needs will be given the next priority.

Please note that for those children outwith the catchment area who do receive a place as a three year old in a nursery, this does not guarantee that a place will automatically be given as a four year old.

Please note: A placement in a nursery does not give children an automatic place within a Clackmannanshire Primary School. (Parents not living in catchment area of a school must submit a placing request application). This can be obtained from the School/Website or Operational Support Team.

Children from outwith the Authority can apply for a place in a Clackmannanshire nursery. **They will only be allocated a place once all Clackmannanshire children have been allocated a place.**

All parents will be notified by the dates in the table below as to whether an offer of a place is being made at that stage. Once an offer of a place has been made, parents are asked to confirm their acceptance of that place in writing.

Children eligible to start	Letter sent out on
August 2017	19/5/17
January 2018	3/11/17
April 2018	23/2/18

EARLY LEARNING AND CHILDCARE PROVISION

2-5 year old provision

ABC Nursery	St Serf's NC
Banchory NC	Tillicoultry NC
Clackmannan NC	Park NC
Coalsnaughton NC	Sauchie Nursery

3-5 year old provision

Abercromby Nursery Class, Alva Nursery Class
Menstrie Nursery Class, Redwell Nursery Class,
Strathdevon Nursery Class, Sunnyside Nursery Class

Catholic children who will attend either St Bernadette's Primary School or St Mungo's Primary School can apply to any nursery in the catchment area of their primary school.

St Bernadette's PS

Abercromby Nursery Class, Alva Nursery Class,
Banchory Nursery Class, Menstrie Nursery Class
and St Serf's Nursery Class

St Mungo's PS

Clackmannan Nursery Class, Coalsnaughton Nursery Class,
Park Nursery Class, Sauchie Nurser,
Redwell Nursery Class, Strathdevon Nursery Class,
Sunnyside Nursery Class, Tillicoultry Nursery Class,

REGISTERED PARTNERSHIP PROVIDERS

The Council works in partnership with a range of private and voluntary Early Learning and Childcare providers.

Current providers offering funded places from the term after a child's third birthday are:

Dollar Nursery School
Flying Start Nursery
Kidzword (Alloa)
Little Stars (Alloa)

Children who defer their entry to Primary School may also receive a funded place in a partnership provider.

2016/2017 : CHARGING

1. Core service

The core service of a daily 3 hour 10 minutes session will be provided free of charge to all eligible children in their pre-pre and pre-school year.

However, it should be noted that parents of children receiving a core place will continue to be asked to contribute towards the cost of snack, extra activities, special events and outings. The charge for session 2016/2017 will be £2.50 per week.

2. Purchase of Additional Places

Where space allows, there may be the option to purchase additional hours in nursery. Please check with your nursery for availability. The same criteria for 'Allocation of places' applies.

3. Additional services

(For **other** registered **partnership providers please contact the Provider directly for details of their costs.**)

Where there are spaces parents may purchase additional time in the nursery. Please ask the nursery for details for the charging policy and the application form to purchase additional places.