St Peter's C of E (Aided) Primary School
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Head Teacher: Mrs Sarah Dunning MEd ALCM

Effective from 1 September 2026

Green Shoots Nursery

Admissions Policy

Enquiries: **nursery@stpeters-farnham.surrey.sch.uk**

Green Shoots Nursery, at St Peter's C of E Primary School provides high quality, child centred early education. Our nursery provision is situated in its own dedicated building with its own outdoor learning area. The nursery also benefits from use of St Peter's school facilities and specialist staff, giving 2, 3 and 4-year-old children the opportunity to take part in activities such as Forest School, cooking in a purpose-built kitchen and use of the school's extensive grounds and gardening areas.

All children from birth to 5 years follow the Early Years Foundation Stage curriculum and we have qualified and experienced staff in this area. Children attending our nursery provision will also be able to access our wrap around care (before & after school), thus offering parents a comprehensive early education for their child from 7:45am to 5:45pm.

- We offer free, government funded hours (15 or 30 hours per week) as well as hours paid for by parents and carers
- A child will be eligible for admission to nursery from the term **after they turn two and a half** years old
- Admission will be subject to an application being made and places being available
- If places are not available, the child's name will be added to our waiting list
- Parents can add their child to our waiting list at anytime

Admissions

The admission of Nursery children is delegated to the Governing Body of St Peter's C of E Primary School and the final decision regarding the allocation of places rests with the Governing Body of the school. A certain number of places will be reserved for 2-and-a-half-year-old children. Admission is subject to an application being made and places being available. The minimum age for children starting Green Shoots Nursery is 2 and a half years old. All children attending Green Shoots Nursery must attend for a minimum of 5 sessions per week.

In the event of the nursery being oversubscribed applications will be ranked within these categories and priority for admission will be given to those children who meet the criteria and, in the order, set out below.

Please read this admissions policy in conjunction with our Nursery Terms and Conditions.

Oversubscription Criteria

1. Looked After Children and previously Looked After Children.
2. Exceptional Circumstances.
3. Siblings priority. To qualify for sibling priority, at least one of the siblings named on the application form must still be on roll at St Peter's C of E Primary School or Green Shoots Nursery at the time of admission.
4. Distance from home to school will apply within each category as a means of further prioritising places on the list, with priority given to those living nearest to the school. Distance is measured in a straight line from the address point of the child's permanent address, as set by Ordnance Survey, to the nearest school gate available for pupils to use.

Please note that there is no automatic admission into the Reception class of St Peter's C of E Primary School for children attending Green Shoots nursery. Parents will need to apply for a place in school when their child reaches statutory school age and applications must be made through Surrey's Co-ordinated Admissions Scheme by the published deadline.

Exceptional Circumstances

Occasionally, there will be a small number of children for whom exceptional social or medical circumstances will apply which will warrant placement at a particular school. The exceptional social or medical circumstances might relate to either the child or the parent or carer. Supporting evidence from a professional is required such as a doctor and/or consultant for medical cases or a social worker, health visitor, housing officer, the police or probation officer for other social circumstances. This evidence must confirm the circumstances of the case and must set out why the child should attend Green Shoots Nursery and why no other school could meet the child's needs and be submitted at the time of application. The Governing Body will then consider your request and make their decision on the circumstances of the case

Confirmation of a place

Once an application form has been received you will be notified via email as to whether a place is available for your child or if they will be placed on a waiting list. If you have been offered a place we require confirmation in writing that you accept the place. Written confirmation will be required if you wish to cancel the place at a later date.

Funding

Green Shoots is a term time only nursery and offers funded 15 or 30 hour places, with further 3-hour sessions being paid for by parents or carers. Our nursery operates Monday to Friday, from 9am to 3pm, plus children have access to our wrap around care from 7:45am to 5:45pm. Wrap around care can be organised separately to nursery by contacting base@stpeters-farnham.surrey.sch.uk. Early Years funding can be used for nursery hours only.

We offer places as follows:

- 5 days funded by extended free early education (FEE 30 hrs) for eligible 3 and 4-year old children
- 2.5 days a week funded by free early education (FEE 15 hrs) for all 3 and 4-year old children
- 2.5 days a week funded by free early education for eligible 2-year old children (FEET)
- Further 3-hour sessions funded by parent or carer

You can apply for free early education for 2-year-olds, in the term your child turns two, but you will not receive the funded hours until the following term. These terms are set by the Department of Education. Green Shoots Nursery takes children from 2 and a half years old.

For more information about FEET funding please visit:
www.surreycc.gov.uk/people-and-community/family-information-service/choosing-childcare-for-children-and-young-people/paying-for-childcare/free-early-education-for-2-year-olds-feet

All 3 and 4-year-old children are eligible for 15 hours of free early education (FEE), the term after they turn three. Some 3 and 4-year-old children are eligible for an additional 15 hours (giving 30 hours in total).

To check funding eligibility please visit https://www.gov.uk/childcare-calculator

We accept payment for parent or carer funded sessions by childcare vouchers or tax-free childcare payments.

If you require any further information, please contact us on 01252 714115 or email to nursery@stpeters-farnham.surrey.sch.uk