



Bexton Pre-School

Ofsted Reg.
No. 147133

Blackhill Lane, Knutsford, Cheshire WA16 9DB

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Nursery Manager: Miss Kirsty Ruff Headteacher: Mrs Emily Armstrong

Bexton Preschool Nursery Admissions Criteria

(Updated Sept 2026)

Admissions Criteria for Cygnets (Age 2+)

The Cygnets room admits children from the **September following their second birthday**. Admissions are managed through a dedicated waiting list, which operates on a **first come, first served** basis, according to the date the fully completed application form is received.

1. Application Process

- Parents/carers must complete and submit a nursery application form to be added to the Cygnets waiting list. These forms can be obtained from the Nursery Manager or can be accessed on the school website [Bexton Primary School: Information about nursery for prospective parents](#)
- The application form must include the child's date of birth and clearly state the **preferred sessions** (e.g. mornings, afternoons, full days, specific days of the week).
- Only completed application forms will be added to the waiting list. Incomplete forms will not be considered.
- Preference will be given to children of staff who are employed at Bexton Primary School and Nursery at the time the nursery place is allocated.

2. Position on the Waiting List

- Children will be placed on the Cygnets waiting list in the order applications are received.
- The date of application submission determines position on the waiting list.
- Any subsequent requests to **add additional sessions** after the form is submitted **will not** alter the child's position on the waiting list.

3. Increasing Sessions After Admission

- Once a child has started attending in the Cygnets room, parents may request to increase the number of sessions.
- Additional sessions for existing pupils will be allocated on a **first come, first served** basis, subject to availability.
- Only once all current session increase requests are accommodated will places be offered to new applicants from the waiting list.



Admissions Criteria for Swans (Pre-School Year)

The Swans room is our pre-school class, preparing children for their Reception year. Children generally move into Swans in the **September before they are due to start school**.

Swans operates a separate waiting list from Cygnets, but applications and session requests are managed similarly.

1. Progression from Cygnets to Swans

- Children currently attending Cygnets will be given **priority** for a place in Swans, subject to availability.
- When children reach the appropriate age to transition, they will be moved from the Cygnets waiting list to the **top** of the Swans waiting list.
- Places in Swans for Cygnets pupils will be offered first, **before** any new applicants are considered.

2. New Applications (Non-Cygnets Pupils)

- After all eligible Cygnets pupils have been offered places, any remaining Swans places will be allocated to new applicants on a **first come, first served** basis.
- Parents/carers must submit a completed application form, clearly stating their child's date of birth and requested sessions.
- The date the form is received determines the child's position on the Swans waiting list.
- Subsequent changes to session requests **do not** affect a child's position on the list.

3. Additional Sessions for Current Swans Pupils

- Families of children already attending Swans may request additional sessions.
- These will be allocated in the order requests are received and will take **priority** over applications from children not yet attending.

4. Important Clarification: Reception Admissions

- **A place in Swans does not guarantee a place in the school's Reception class.**
- Reception admissions are managed separately by the Local Authority. More information is available on the school website: [Bexton Primary School: Admissions](#)
- The criteria for our private nursery admissions have **no connection** to Reception class admissions and **cannot be compared**.

5. Other Notes

- We do not publish the number of places available in either Cygnets or Swans.
- All admissions are subject to staffing ratios, room capacity, and session availability.

