South Grove Primary School

Admissions Policy

Last Reviewed	September 2026
Ratified on	28/09/2026
Review	September 2027
Signed by Chair of Governors	

Aims

- To give children and parents information about South Grove Primary School & Nursery and the admission procedure
- To make each child's start a happy and successful one
- To establish a partnership with parents that will be lasting and productive, successful and positive

Early Years

The Early Years Provision within our school is committed to providing excellent quality integrated education and care to children, 3 to 5 years old, within the local community. Your child will learn through play, in structured sessions planned by skilled Early Years teachers and professionals. They will provide play activities suited to your child's interests and provide a teaching and learning environment that is stimulating and challenging. The school is registered with Ofsted to provide places for children aged 3-5. The number of places is determined by Ofsted, staffing ratios and the staff available at the School.

From September 2025 we will have:

- 30 funded places for children in Reception
- 52 part time funded Nursery places (26 morning and 26 afternoon) for children aged 3 to 4. These can be converted into full places through the 30 hours child care initiative or through paid wraparound.

All these provisions are term time only.

We follow Haringey Council's guidance for admissions. The main admission date for Reception is at the start of the Autumn term in September. Children in Nursery start school in smaller groups in order to help them settle. For both Nursery and Reception, we will have in-term admissions subject to availability.

Prospective parents and carers are always encouraged to visit our school. This provides families with the opportunity to discuss any questions they might have. If a child has an identified special educational need, the Special Educational Needs & Disabilities Co-ordinator (SENDCo) will meet with the family. The school admits any pupil in accordance with our Admission Policy, and we aim to ensure equal access to the curriculum for all pupils.

<u>Nursery</u>

Sessions available

- Monday to Friday, 8.30am to 11.30am, term time only (morning session)
- Monday to Friday, 12.30pm to 3.30pm, term time only (afternoon session)
- Monday and Tuesday, 8.30am to 3.30pm, term time only (full core day)

An 'expression of interest' form can be completed at any time and we will keep these on file. This form is available from our website or the school office. If you need help completing this form, please ask a member of staff.

Where occupancy allows, children will start Nursery after their 3rd birthday. Should no spaces be available for 'in term' admissions, children will start the September after their third birthday.

Should a parent whose child is eligible for the 30 hours funded childcare initiative wish to pay for extra hours they may do so. Please speak to a member of staff to arrange this.

Likewise, parents wishing to convert their child's universal 15 hours funded place may do so by buying additional hours.

Please note: a place in our Nursery will not automatically guarantee a place in our Reception class. You must apply separately for a Reception place (see below).

Reception

Session available

- Monday to Friday, 8.55am to 3.30pm, term time only (full core day). As we have a soft start to our school day, children can arrive from 8.40am.

An application for admission to our Reception class must be made on-line through Haringey Local Authority. Children will start in Reception the September following their 4th birthday.

When applying you will need to name South Grove Primary School as your first choice. If you need help applying, please ask a member of staff.

If you live outside Haringey you can still apply for a place at our school. You will need to name South Grove Primary School as your first choice on the form from your own local authority.

The general application period opens in September for places starting in September the following year with the deadline for submission in early January. However, if you have moved into the borough or missed the deadline, you are still able to apply.

If your child is born between 1st April & 31st August you may be able to defer or delay their start to school. Please ask a member of staff for more information regarding this option or contact Haringey Admissions on 020 8489 0000.

The following criteria determines which children are offered a Reception place; they are listed in order of priority:

- Children with an Educational Healthcare Plan, will be admitted in accordance with Section 324 of the Education Act 1996.
- Looked After Children (LAC) - Children who are looked after by a local authority or were previously looked after. It also applies to children who are subject to adoption, residence, or special guardianship order. Children in care means children who are in care of a local authority in accordance with section 22 children Act 1989.
- Social/Medical - Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined need of the child.
- Siblings - Children with a brother or sister already attending the school and who will still be attending on the date of admission. This category includes foster brothers and sisters, half brothers and sisters or stepbrothers and sisters. Parents should note that in all cases,

siblings must be living at the same address as the child for whom the application is being made.

- Distance - Children living closest to the school. The tiebreaker for all criteria - children living closest to the school measured in a straight line from the post office address point from the child's home, to the post office address point of the school, supplied by the Royal Mail using a computerised mapping system. The tiebreaker for two or more applications equidistant from the school will be a random allocation using a computerised system.
- Multiple births - If only one place is available at the school and the next child who qualifies for a place is one of multiple birth siblings, The School will consider for going over their published admission number. A multiple birth is the birth of more than one baby from a pregnancy.
- Deferred place – before compulsory school age. The School Admissions Code states that Admissions authorities must provide for the admission of all children in September following their fourth birthday but parents have the right to: - Request that the date their child is admitted is deferred until later in the academic year or until the term in which the child reaches compulsory school age, and - Request that their child takes up the place part-time until the child reaches compulsory school age. 4-5-year-old Reception class places

Mid-Phase Admissions

Admissions to other classes are dealt with by the London Borough of Haringey's Education Authority, who keep a waiting list and allocate places which become available according to Haringey's Admission Policy.

Parents will be notified by letter from LBH that a place has become available for their child, the school will also be advised of the details at this time.

The school acknowledges that pupils who arrive during the school term may have experienced difficulties. For example, significant numbers of pupils arriving mid-phase may be in temporary accommodation, may have been to several schools already, have arrived from another country, be unable to speak English or have fled war or persecution. We therefore strive to ensure good practice in the school, that supports the induction of all new pupils into school life, including those who arrive mid-phase, and forge good links with their parents.

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation. This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.