

Applying for a place in a Merton community school nursery class

For children born between
1 April 2021 and 31 March 2022

This leaflet is a summary of the information you need to apply for a place in a community school nursery class. Full guidance and an online application form can be found at merton.gov.uk/nurseryplace

School Admissions
London Borough of Merton
Civic Centre
Morden
Surrey SM4 5DX
merton.gov.uk/admissions

The term after they turn three, all children in England are entitled to a free early education place for up to 15 hours a week (the Universal Entitlement). These places can be taken up in school nursery classes or with approved day nurseries, preschools, childminders or independent schools. This leaflet is for families who would like their children to take up their Universal Entitlement in a Merton community school nursery class (see back page for a list of these primary schools).

All parents and carers of children born between 1 April 2021 and 31 March 2022 who would like their child to attend a Merton community primary school nursery class must submit an application before midnight on 28 February 2024. Applications after this date will not be considered until all on-time allocations of places have been made in May 2024.

In order to give the maximum number of children the opportunity to have their full three terms in a community school nursery, places will first be allocated to children eligible to start at nursery in September 2024. After these offers have been made, any remaining places will be offered to children eligible to start in January 2025. Children who cannot be offered a nursery place will be added to the waiting list for all preference schools that could not offer a place. Places for children eligible to start in April 2025 will not be offered until February 2025, with offers only being made where vacancies remain. If your child is still on a waiting list for your chosen school in April 2025, and your child's birthday is on or after 1 September 2021, you will be automatically considered for September 2025 entry with no need to reapply or renew your position on a waiting list. Full details on how nursery places are allocated are provided at merton.gov.uk/nurseryplace

If you wish to apply for a nursery class place at a voluntary aided (Church of England or Roman Catholic affiliated) school or primary academy (Aragon, Beecholme, Benedict or Stanford Primary Schools or Harris Primary Academy Merton), you must contact the school directly. These schools may have different admissions criteria and deadline dates to community schools. For places at schools outside Merton, contact the relevant Local Authority for application details. Details of all of Merton's primary schools are on the Family Services Directory at merton.gov.uk/fsd

When can your child start in a nursery class?

Children can usually start in a nursery class from the start of the school term after their third birthday. You can work out the earliest date your child will be eligible to start from the table below.

1 April 2021 - 31 August 2021	Eligible from September 2024
1 September 2021 - 31 December 2021	Eligible from January 2025
1 January 2022 - 31 March 2022	Eligible from April 2025

How many community school nursery classes can you apply for?

You can select **two community schools** in your application. Please think carefully about your preference order. It is not possible to change the order after the closing date. It is recommended that you use both of your preferences unless you are absolutely sure you will get your first choice. It is also recommended that you visit both schools before applying. Applications are considered without referring to the preference order on your application form, so if your child is unsuccessful at your first preference school, they will not get overlooked for your second preference school.

Admissions criteria

If there are more applications than places, admissions criteria apply. These include:

Looked after children / children in public care

Children who are or have previously been in the care of a Local Authority are given priority for places. This includes children who have been in state care outside of England. Proof of this must be supplied with an application.

Medical or social reasons

Professional evidence supporting applications under this criterion must be supplied at the time of application. If this demonstrates to the Schools Admissions Team that a child must attend a particular school and cannot reasonably attend an alternative, the child's application may be prioritised.

Children of permanent teaching staff

Children of permanent teaching staff will be prioritised where the member of staff has been employed at the school for two or more years at the time at which the application is made and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Siblings

If your child has a sibling who will already be attending the main school at the time of admission, this should be included in your application. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner and, in every case, who is living as part of the same family unit at the same address, Monday to Friday.

Location

The straight-line distance between the child's home address (permanent residence) and the main school. It is therefore preferable to choose a school near to where you live. For some schools, children living inside a "priority area" have greater priority for nursery class places.

Full admissions criteria are provided at merton.gov.uk/nursery-admissions-criteria

Apply online

The advantages of applying online are many:

- you will receive earlier notification of the result of your application
- no forms will get lost in the post
- quick, simple, no paper involved and you save postage costs
- you will receive an instant email confirmation of your submitted application
- you can amend your application right up to the closing date
- no risk of errors with school names or numbers using the online form

Visit **merton.gov.uk/nurseryplace** to apply online. If you apply online, please do not also complete a paper application. If you are unable to apply online, paper application forms are available at Merton community primary schools.

You will need to provide your child's full name, date of birth and gender and your name, address and contact details. The person applying should have parental responsibility for the child.

The address on the application must be your child's permanent place of residence. Full address criteria can be found at **merton.gov.uk/nursery-admissions-criteria** If you move home or your circumstances change after completing your application, you must inform us.

Submit your application

Please read the declaration carefully before submitting your application.

- Online applications must be submitted by **midnight on 28 February 2024**.
- If you choose to complete a paper application form, this must be returned to your first preference school by **28 February 2024**.
- Notification of the outcome of your application will be sent to you on **12 May 2024**.

Waiting lists

If a Universal Entitlement place is not available for your child, they will be automatically added to the waiting list for the nursery class at your first choice school, even if you have been offered a place at your second choice school, and you will be notified of this. For eligible children who do not get offered a place in their chosen school, you can take up their 15 hours of free entitlement at a local preschool, nursery or with a childminder.

Note: Gaining a place in a nursery class does not mean that your child will gain a place at the same school when you apply for their primary school place.

The Extended Entitlement (30 hours)

As well as the Universal Entitlement, many working families can get up to 15 extra hours a week of free early education and childcare for their 2, 3 or 4-year-old children, up to 30 hours in total.

Parents must check their eligibility for this Extended Entitlement via HMRC's Childcare Service. Visit childcarechoices.gov.uk to find out how to apply.

Extended Entitlement places for 3 and 4-year-olds are available at a number of primary schools. Places are usually offered once your Universal Entitlement place has been offered and accepted. The additional free hours are also available at private nurseries, preschools and with childminders. You can find out which schools offer the Extended Entitlement at merton.gov.uk/fsd. Other childcare providers also offer pick up and drop off services from many primary schools. Community schools manage their own admissions for the Extended Entitlement but are required to apply the Community School Admission Arrangements when offering places. Please speak directly to schools to discuss the Extended Entitlement.

Merton community primary schools

Apply for a Universal Entitlement nursery class place by 28 February 2024

Abbotsbury Morden SM4 5JS	Bond Mitcham CR4 3HG	Cranmer Mitcham CR4 4XU	Dundonald Wimbledon SW19 3QH
Garfield Wimbledon SW19 8SB	Gorrington Park Mitcham CR4 2YA	Haslemere Mitcham CR4 3PQ	Hatfeild Morden SM4 4SJ
Hillcross Morden SM4 4EE	Hollymount Wimbledon SW20 0SQ	Joseph Hood Raynes Park SW20 9NS	Liberty Mitcham CR4 3EB
Links Tooting SW17 9EH	Lonesome Mitcham CR4 1SD	Malmesbury Morden SM4 6HG	Merton Abbey South Wimbledon SW19 2JY
Merton Park Merton Park SW19 3HQ	Morden Morden SM4 5PX	Pelham Wimbledon SW19 1NU	Poplar Morden SW19 3JZ
The Sherwood Mitcham CR4 1JP	Singlegate Colliers Wood SW19 2NT	St Mark's Mitcham CR4 2LF	West Wimbledon Raynes Park SW20 0BZ
William Morris Mitcham CR4 1PJ	Wimbledon Chase Wimbledon SW19 3QB	Wimbledon Park Wimbledon Park SW19 8EJ	