Admission to Nursery (Foundation Stage 1) at Mill Lodge Primary School

---

Children can be admitted in the term after they become 3 years old. We admit children at the beginning of each term in September, January and April.

We try our best to meet parents' request, however sometimes there may be more applications for a particular intake than there are places. If this happens we will use the oversubscription criteria to decide who is offered a place.

Oversubscription criteria

Priority 1 Looked after children or children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

Priority 2 Children living in the catchment area of the school (catchment areas can be seen on the council's online maps link)

Priority 3 Children who will have an older brother or sister attending the school at the same time. (See notes for definition of a sibling)

Priority 4 Children living outside the catchment area based on their distance from home to school measured using the council's online maps.

How to apply

Contact the school for a form, which you should fill in and return to us by the Friday before half term for a start date at the beginning of the following term

Closing date	**Offer date**	**Start date**
17th October 2025	14th November 2025	5th January 2026
27th February 2026	13th March 2026	13th April 2026
8th May 2026	5th June 2026	1st September 2026

Outcome

Parents will be notified of the outcome of their application 4 weeks after the closing date by letter or email.

Accepting your place

Parents will have to accept the place within 2 weeks of the offer. Places that have not been accepted will be offered to the next child on the list.

Notes

1. Attendance at the nursery will not guarantee admission to our reception class or give any advantage to your child's application for reception. Parents must apply for a reception place through their home local authority.

2. Children with an education, health and care plan that names the nursery will be offered a place. This may reduce the number of places available to other applicants.

3. Definition of a sibling:
   A brother or sister must live at the same address and could be:

   - a brother or sister sharing the same parents;
   - a half-brother or half-sister, where two children share one parent;
   - a stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
   - the separate children of couples who live together; or
   - an adopted or fostered brother or sister.

4. The home address is the place where the child is permanently resident with his or her parents. When a child lives between two addresses we will use the address of the parent who is in receipt of Child Benefit.

5. If we cannot distinguish between two applicants because the criterion and distance is the same, for example, children in the same block of flats then the child or children who will be offered will be randomly selected by drawing lots.

6. Unsuccessful applicants will be placed on a waiting list in priority order according to the oversubscription criteria. If a place becomes available, the child at the top of the list will be offered the place.

7. There is no statutory right of appeal for admission to a nursery setting. Any disputes over the administration of the policy will be dealt with by the school's complaints procedure.