

Saint Mary's Catholic Primary School



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15th January 2020

Dear Parents,

Admission to Nursery September 2020

We are now accepting applications for Nursery for September 2020. The brochure “**Starting in a Hounslow School Nursery in September 2020**” is available on a PDF on the Hounslow website www.hounslow.gov.uk/nurseryadmissions.

There are a number of very important things you need to do immediately as well as noting dates and procedures for the future. We have tried to make things as clear as possible but if you are unsure about anything then please do not hesitate to contact the school. The timetable and information you need is outlined below.

- We take 26 children into Nursery; the sessions are Monday to Friday 8.45 - 11.45am (15 hours). Please note, although we do not offer the extended 15 hours entitlement for working parents we do work with other providers who pick up from the Nursery, *a separate sheet is enclosed detailing these providers*.
- Our open mornings are Tuesday 24th March and Friday 24th April, parents wishing to view the Nursery may do so between 9:30am and 10:30am.
- The oversubscription criteria for 2020 admissions have been ratified by the Local Education Authority and the Diocese of Westminster. **Oversubscription criteria only apply if there are more applicants than there are places and this has not been the case in the last 2 years.** A copy of the Criteria is enclosed for you to keep (*additional copies may be obtained from the school*). **Please read this carefully as Governors will follow this strictly when making decisions on offers of places.** If you do not understand any of the points please contact the school for clarification. Priority for places, **if oversubscribed**, will be given to those children who are highest on the list of criteria and whose priest indicates on the Certificate of Catholic Practice that the child is a member of a practising Catholic family. Maps of the parish boundaries are attached.
- Complete the enclosed school Supplementary Information Form for Admission to Nursery Class.
- If you are applying under criterion 2 or 3, please ask your Parish Priest to provide you with a **Certificate of Catholic Practice**.
- Complete the enclosed London Borough of Hounslow Application Form

All these forms should then be returned to the school together with: -

- a copy of your child's Birth and Baptism Certificates
- and to verify your residency, a copy of your most recent Council Tax bill (which should be in the applicant's name) i.e. 2019/20 or 2020/21 when issued. If you are unable to provide a copy of the Council Tax bill because it is not in your name, please provide 3 other documents confirming you reside at the address. One of these should be a mortgage statement/tenancy agreement and two of the following:
 - Recent utility bill, credit card statement or driving licence
 - Child Benefit (pages 1&2)/Inland Revenue document (if entitlement applies)
 - Payslip/P45/P60
 - Car/House Insurance certificate
 - NHS Medical Card/GP registration
 - Electoral register
 - A letter confirming placement at your address from Social Services/National Asylum Support Service/United Kingdom Border Agency/Housing Department
- Offers of places will be sent to arrive on **Tuesday 19th May 2020**.
- Acceptance of places offered must be received by the school by **Tuesday 2nd June 2020**. Any places not accepted by this date will be offered to those families placed on a list in order of priority.
- If you do not get offered a place you do not have the right to Appeal as Nursery is not statutory school age.
- **Admission to the Nursery does not ensure admission to Reception class when a separate application must be made.**

Please return the following documents:-

- **Supplementary Information Form**
- **Certificate of Catholic Practice**
- **LBH Application Form**
- **Birth & Baptism Certificates**
- **Council Tax Bill 2019/20 or 2020/21**
- **Evidence from a recognised body** (i.e. Social Worker, Doctor, Priest) *where appropriate*

BY FRIDAY 1ST MAY 2020

Forms received after this date will not be considered at this time

Yours sincerely,



Mr. F. Marsh
Headteacher

Early Education Funding (EEF) - (15hrs) and the Extended Entitlement (15 hrs)

Are you eligible?

Parents of 3- and 4-year olds can access the EEF through St Mary's RC Primary School

To check if you are eligible for the extended entitlement of 15 hours go to the website

<https://www.childcarechoices.gov.uk>

St Mary's works with the following extended hour Isleworth based providers who offer the extended entitlement and pick up from our Nursery

Sunnysmiles

Website: <https://www.sunnysmileschildcare.com>

Tel: 02081275995 07714755390

Email: admin@sunnysmileschildcare.com

ASK

Website: <http://www.askkindergarten.co.uk>

Tel: 07306086666

Email: ask@askkindergarten.co.uk

Mini Me's

Website: <https://www.minimespreschool.co.uk>

Tel: 07932085895

We would urge you to visit providers and to check their terms and conditions and fee structures.