Nursery Admission Policy
2026 - 2027

They can be emailed at: office@hamer.rochdale.sch.uk
or telephoned on 01706 655756

Date to be reviewed: September 2027

Hamer Primary School has a Nursery Class which operates its own admissions as outlined below. Admission to the Nursery does not guarantee or give priority for a place in the Reception Class. Applications for the Reception class must be done through Rochdale Borough Council. This can be done online: http://www.rochdale.gov.uk/schooladmissions or via the Rochdale Parent Portal

Admission Dates
Children can, subject to places being available, access the nursery from the term after their third birthday. The admission dates are as follows:

Admission Round	Birthday	Parents informed by:
September 2026	1st April 2023 – 31st August 2023	26th June 2026
January 2027	1st September 2023-31st December 2023	27th November 2026
April 2027	1st January 2024 – 31st March 2024	26th February 2027
September 2027	1st April 2024 – 31st August 2024	25th June 2027
January 2028	1st September 2024–31st December 2024	26th November 2027
April 2028	1st January 2025-31st March 2025	25th February 2028
September 2028	1st April 2025-31st August 2025	23rd June 2028

Dependant on numbers, we may, at times, offer to start your child once they turn three, before the funding is paid. Our rationale for this approach is to reduce the potential stress and anxiety caused by several new children starting nursery at the same time. We will discuss this with you on an individual basis.

Admission to Nursery
All applications will be considered in line with the admission criteria as set out below and the number of places available in nursery. Parents will be notified in writing that their child has been offered a place.

Should the number of applications exceed the number of available places the admission criteria as detailed below will be applied. Children who are not offered a place in the nursery class for that round of admissions would automatically be put into the next admission round for consideration. This does not give them any priority in the next admission round.

The admission priority criteria will be applied to all eligible applications at each round of admissions.

If a child wishes to transfer to Hamer and, due to their date of birth, is eligible for an immediate start, subject to there being available places and the Rochdale Early Years funding being approved, a place can be offered for an immediate start.

Application Forms
To apply for a nursery place an application form must be completed. Application forms can be obtained from the school office. Completed application forms should be returned to the school office along with:

- Your child's birth certificate
- Proof of Address

Applications can be made at any time. However, they will be put into the application round to which they apply. Completing an application form does not guarantee a place for your child in the Hamer nursery.

Admission Criteria
Should the number of applications for any admission round be higher than the number of available nursery places, the places will be offered in the following priority:

1. Children in the Care of a Local Authority.
2. Children with an Education Health Care Plan.
3. Children with older siblings attending the school at the time of their admission to nursery.
4. Distance from School.

Acceptance of Places
Offers of places will be posted out to the address as per the application form, detailing arrangements for a home/school visit or a phone call will be made to make these arrangements. The letter will explain the process of accepting the place.

If the acceptance form is not completed and returned by the deadline on the letter, the place may be withdrawn and offered to another child.

Nursery Timings
The school offers the following Nursery sessions through the Rochdale Early Years 3-year-old funding grant to all children:

- 5 morning sessions from 8.30am – 11.30am
  OR
- 5 afternoon sessions from 12.30pm – 3.30pm
  OR
- 5 full days 8.45am – 3.15pm (This is dependant on families completing additional 30-hour funding application via the following link - https://www.gov.uk/apply-free-childcare-if-youre-working

Where possible, we encourage children to stay for the full session. However, where required, we may discuss with you a more staggered approach – staying for 1-hour initially and then gradually increasing the time staying in nursery.

Parents should indicate their preference of sessions on their application form. The school will try to accommodate parental choice as much as possible when allocating sessions although this can't be guaranteed.

Nursery Funding
Hamer do not offer the facility for parents to pay for additional hours. All places are funded via Rochdale Early Years funding. 30-hour funding applications need to be made before the term starts and every 3 months. Codes need to be provided to the main office.

Attendance
If your child fails to attend nursery on a regular basis, then we reserve the right to withdraw the place and reallocate it to a child on our waiting list.

30-Hour Provision
Where children attend Hamer Nursery sessions full-time (30-hours), families will need to provide a packed lunch for children or pay for school dinners.