



# WOODFORD

PRIMARY SCHOOL

## Woodford Primary School

### Pre-school Admissions Policy for September 2024

This Admissions Policy is in place to ensure parents/carers and staff understand the process for the allocation of places at Woodford Primary School Pre-school.

We offer Pre-school provision for children in the academic year before they start school.

The Laurus Trust is the Admissions Authority for places at Woodford Pre-school.

Academic Year	Birth Date Between
September 2024 to July 2025	1 September 2020 to 31 August 2021
September 2025 to July 2026	1 September 2021 to 31 August 2022
September 2026 to July 2027	1 September 2022 to 31 August 2023

At Woodford Pre-school we offer full and part time places and will where possible, accommodate parental requests for their preferred pattern. Woodford Pre-school is registered to care for children by Ofsted, under the Early Years Welfare Requirements.

Eligible parents are entitled to 15 or 30 hours free childcare. This funding is intended to support working parents with the cost of childcare and to enable parents, where they wish, to return to work or to work additional hours.

To find out more visit: [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

## How do I apply for a place at Woodford Pre-school?



### Applications

- Pre-school applications can be made from July to December 2023 using the online form on the Starting Pre-school page of the school website.
- Offers will be made by the end of March 2024 for the following September start.
- Places will be allocated using the following priority order:

- A** Children of staff employed by the Laurus Trust
- B** Children with siblings in attendance at Woodford Primary School
- C** Distance (measured in a straight line from Woodford Primary School to the child's home address)

- Places will be offered on an availability basis, reflecting the sessions requested.
- If we are unable to meet your request in full, alternative sessions will be offered if available.
- Places are secured with the return of a Pre-school Agreement and all other required documents.
- If the alternatives offered are not suitable, you will be given the option of joining the waiting list.
- The waiting list is reviewed on a regular basis and places are offered/allocated as soon as they become available.

Please be aware that a place at Woodford Pre-school **does not** guarantee a place at Woodford Primary School. School admissions are arranged through Stockport Local Authority. For more information please click on the [link](#).

### Waiting List

When there is more than one child on our waiting list, the following over subscription criteria will be used:

- A** Children of staff employed by the Laurus Trust
- B** Children with siblings in attendance at Woodford Primary School
- C** Distance (measured in a straight line from Woodford Primary School to the child's home address)

## **Appeals**

Parents and Carers have a right to appeal against any decision regarding admission to Woodford Pre-school.

All appeals will be heard by a panel within 40 school days of receiving an appeal.