

Beaumont Lodge Primary School

Admissions

Applying for a Place in the Nursery (3-4 year olds)

How to Apply

Parents may apply for a place in the Nursery via the school. You will need to complete an application form. The options for applying are listed below:

1) Download the application form:

Nursery application form

You can complete the form as a Word document, save it and then email it to office@beaumontlodge.leicester.sch.uk

Or complete the form by hand and return in person or by post to: Beaumont Lodge Primary School, Astill Lodge Road, Beaumont Leys, Leicester. LE4 1DT

2) Visit the school to pick up and complete the form in person.

Please note: We do not post out application forms due to postage costs.

When to Apply

You can apply at any time after your child's second birthday for a place for your child in Nursery. However, we ask that we receive all application forms by the end of the March in the year that your child is due to start, i.e. if your child is due to start in September 2022 then please complete and return the application form by the end of March 2022.

You can still complete and return an application form after the end of March in the year that your child is due to start, but they will not be considered in the first batch of acceptance letters and will instead be put on our waiting list.

Admissions Criteria

Places for Nursery are given priority to children who:

1. live within the school's priority area (catchment area) and are likely to attend Beaumont Lodge Primary School from Reception onwards
2. have siblings currently on roll at the school

3. are in the care of the Local Authority
4. have special social, learning or physical needs including those with SEND plans which can be effectively provided for and those subject to child protection plans who need to attend an alternative school to avoid the abuser
5. are children of parents/carers fleeing domestic violence (Subject to verification by a senior social worker or current Leicester City Council procedures for housing reallocation in cases of recognised domestic violence)

Frequently asked questions for Nursery admissions

Q. How old does my child have to be to start in Nursery?

A. Your child will start in the September in which they are already 3 years old, and will be turning 4 years old in that academic year. Please see the table below to work out when your child would be due to start in Nursery.

Born Between these dates

1st September 2018 - 31st August 2019

1st September 2019 - 31st August 2020

1st September 2020 - 31st August 2021

Due to start F1

September 2022

September 2023

September 2024

Where places are still available children may be offered a place to begin the term after their third birthday. This would mean that they would attend the nursery for one or two terms before their full nursery year.

Q. How many places does Beaumont Lodge Primary School have available in Nursery?

A. We have 26 full time places available during the academic year 2021/22. These places may be filled in some cases with 2 children who are attending part time taking 1 of the full time places. As such we welcome applications for full and part time places.

Q. How often does my child have to attend?

A. We ask that children access either the full 15 hours of free Nursery education a week (3 hours a day) or up to 30 extended hours at Beaumont Lodge Primary School. We expect children to attend every day for 3 hours minimum. However, we allow some flexibility in individual cases, particularly at the

beginning of the year, for those children who find attending a full session difficult.

Q. What are the times for the nursery?

A. The nursery is open Monday to Friday from 8.50-11.50am for the morning session and 12.20-3.20pm for the afternoon session. Our full time nursery runs from 8.50am-3.20pm (6 hours provision plus 30 minutes lunchtime).

Q. Can we request a morning or afternoon part-time place?

A. When you apply for a part-time place you will be asked for your preference for a morning or afternoon session. However, we cannot guarantee that we will be able to offer your preference. Where the requests for a particular session are greater than the places available, priority will be given as stated above in the **admissions criteria** section.

Q. What happens with the full time children at lunchtime?

A. Full time children are asked to bring a packed lunch which they eat in the hall with the Reception children. They then return to the foundation base and can either play outside with the Reception children or there are facilities for the children to have a nap in our sleep room. The children are supervised during this period by lunchtime supervision staff.

Q. Does my child have to wear the school uniform?

A. Yes. Children must come to school dressed in the school's uniform. The school colours are Navy Jumper / Cardigan and Grey Trousers or skirt.

Q. Do I need to inform the school if my child is unwell?

A. Yes. If your child is unwell and will not be attending school, please contact the school office on 0116 2366925 and a message will be given to the nursery class.

Q. If my child gets accepted into Nursery will they automatically receive a place in the main school (Reception to Year 6)?

A. No. To be considered for a full-time place in the main school you will need to submit an on-line application through the Local Authority (LA). Information on how to apply will be sent to schools to distribute to parents in September prior to your child starting Full-time school. You must submit an on-line application

with Leicester City Council, please see their website for more details on how to apply.

Admissions for the Main School (Reception - Year 6)

Parents wishing to apply for a place in Reception (Foundation 2) through to Year 6 must apply through Leicester Education Authority, as all places are allocated by the Schools Admissions Team and not managed through Beaumont Lodge Primary School.

Children must start full time education in September after their 4th Birthday and places are allocated subject to availability and as per Local Authority criteria detailed below:

- Children who have a statement of SEN or an EHC plan
- Children who are in the care of the Local Authority (LA) or who were previously in the care of the local authority
- Children who are subject to child protection plans
- Children of parents/carers fleeing domestic violence
- Children who live in the catchment area of the school and have a sibling at the school
- Children living outside the catchment area who have a sibling at the school
- Children who live in the catchment area
- Children outside the catchment area who live nearest the School (measured in a straight line)

The School Admissions Team can be contacted in the following ways:

Phone: 0116 454 1009 (option 1)

Website: www.leicester.gov.uk/admissions

Email: admissions-online@leicester.gov.uk

Write: School Admissions Service, Customer Service Centre, York House, 91 Granby Street, Leicester LE1 6FB

At Beaumont Lodge Primary School we have 1 class in each year group with 30 places per class. We have adopted Leicester City Council's over-spill policy and subject to certain conditions, the number of pupils in a class can be a little higher.

Right of Appeal

Parents have a right of appeal and if you do not get a place at your chosen school, the appeals are dealt with by the Leicester City Council School Admissions Team. Beaumont Lodge Primary School is unable to support or decline an application once a decision has been made by the Local Authority.

Mid-Term Transfers

All mid-term transfers into Beaumont Lodge Primary School are also dealt with by Leicester City Council and you need to contact them for further information.

Transfer to Secondary School

Leicester City Council have a website dedicated to helping you through the process of applying for a secondary school place and there is also a guide that you can download. [Click here to visit the site.](#)

Likewise Leicestershire County Council have their own site. [Click here to visit the site.](#)

Children move on to a range of secondary/high schools at the end of year 6. Details of these schools can be found on their webpages. Securing a place at your chosen school is dependent on each school's admission criteria e.g. catchment. We advise you to attend each school's open evening so you can be best informed when applying for a place for your child.

Transition meetings are held with the new schools so that staff can liaise closely and all children will have opportunities to visit their new school in the term before they begin. Open Evenings will be held at the secondary schools usually in the autumn term prior to transfer.

In recent years children have transferred to the following schools:

[Babington Academy](#)

[Beaumont Leys School](#)

[The Cedars Academy](#)

[Martin High School](#)

Beaumont Lodge has very good links with all these schools, and as a team we endeavour to make the transition to the children's secondary education as smooth as possible.

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