Nursery Policy

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Reviewer	Jo Pitman

Part of OUR LADY OF LOURDES CATHOLIC MULTI-ACADEMY TRUST

Nottingham Diocese Multi Academy Trusts CATHOLIC SCHOOLS Moving Forward Together

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Our Mission Statement

At Holy Cross, we are very proud of our school motto and our Catholic ethos; **Loved, Valued, Challenged**.

Loved: We love one another as Jesus taught us – our friends, our families and those who we may never meet.

Valued: We value everyone – everyone is important; pupils, staff, parents, governors, and members of the community– no matter their race, religion ability or need. We try to live like Jesus taught us.

Challenged: We challenge each other – not only with our learning but challenge each other to be more merciful to others, have a little more understanding of others' needs and challenge each other to be better people.

Our Vision

At Holy Cross, we aim to develop a caring Catholic community based upon the life and example of Jesus Christ, which envelopes the life and lives of everyone and everything in our school. It is through Christ's message of love and forgiveness that the children, staff, both teachers and ancillary, parents and governors, preserve the essential Catholic ethos of the school.

The school aims to provide a challenging curriculum that reflects our philosophy, broadly balanced and relevant, and to support the development of the whole child to his/her full potential. At Holy Cross, everybody matters, therefore we encourage all to show respect to each other and the environment.

Introduction

The Governing Body of Holy Cross Primary Catholic Voluntary Academy have overall responsibility for the admission of nursery children. Parents do not have a statutory right to an independent appeals panel in relation to nursery admissions, but they may wish to refer any concerns to the governing body of the school. All admission decisions can be justified by reference to the admissions criteria as outlined in this policy.

Admission Information

Admissions into Holy Cross Nursery can be made from the term after their 3rd birthday, providing there is space.

Attendance at the school's nursery or a pre-school setting on the site of the school does not guarantee that a place will be offered at the school and **does not give any priority** within the oversubscription criteria.

In addition, for children attending the school's nursery, application to the reception class of the school must be made in the normal way, to the local authority and using the Common Application Form.

Prior to offering places in the nursery, the school will gather information from prospective nursery parents regarding the number of hours to which they are entitled (15 hours or 30 hours).

We offer three types of provision in Nursery:

- Full-time: daily - 8.45am to 3.20pm
- Part-time: daily – 8.45am to 11.45am
- Part-time: daily – 12.20pm to 3.20pm

Parents wishing their child to attend nursery should contact the school when their child is two years old or as soon as possible after that. Nursery application forms should be completed and returned to school with the relevant supporting documentation (birth certificate and, if applicable, their Baptism certificate) at least one term before they are eligible to start nursery.

The school will inform parents that a place has been allocated via email.

The final decision on when the child is admitted and the allocation of sessions rests with the Headteacher and Governing Body of the school. Information can also be found on our school website.

Nursery Information - Holy Cross Primary and Nursery Catholic Voluntary Academy - Hucknall

Admissions Criteria

1. Catholic looked after or previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted

2. Catholic children living in the parish(es) served by the school

3. Catholic children living outside the parish(es) served by the school

4. Other looked after or previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted

5. Catechumens, Candidates and members of Eastern Christian Churches

6. Children of other Christian denominations whose membership is evidenced by a minister of religion

7. Children of other faiths whose membership is evidenced by a religious leader

8. Any other children not within categories 1-7.

30 Hours Childcare Entitlement Lunch Time Provision

There is a daily charge for lunch time care provision of £3.00 per day, £15.00 per week. This is to cover the cost of the practitioners who will be responsible for your child's care and supervision and is paid in advance.

The £15.00 per week purely covers the basic costs and is part of the Governors commitment to keep families together and for our nursery to remain as an integral part of our Holy Cross community. Due to the school having a commitment to employing the additional members of staff, unfortunately, if your child is ill or unable to attend nursery you will still be charged for the missing days as part of the agreement. This payment is made via our Arbor payment system.

Wrap Around Care Provision

We also offer wrap around care provision (term time only) from 7.15am to 8.45am and 3.30pm to 5.45pm (additional costs may occur if these are not claimed in hours). Additional wrap around care provision and lunch provision is booked separately and paid for via our school online payment app (Arbor). Childcare vouchers/HMRC payments can also be used to pay for this additional provision.

Bookings for Wrap Around Care Provision are required via your child's Arbor account. Bookings can be made a term in advance. Parents that pay via the childcare voucher/HMRC scheme can also book this way, when payments, your child's account will be credited.

There are no cut off times so bookings can be booked just before the clubs start. If you do forget or unable to book, then the Wrap Around Care staff can do this for you if you have informed us via email.

Sessions

- Breakfast Club: 07.15am to 08.45am (includes breakfast)
- Breakfast Club: 08.10am to 08.45am
- After School Club: 3.30pm until 4.30pm
- After School Club: 4.30pm to 5.45pm, (includes buffet meal)

Parents/Carers are made aware that After School Club currently closes at 5.45pm. If a child is collected later than these times, then a late pick-up fee is applied. If you require further information, then please see our Wrap Around Care Provision information/policy on our website:

https://www.holycrossschoolhucknall.com/parents/wrap-around-care/