

Humshaugh C of E First School

Nursery Admissions Policy 2026-2027

Introduction

The school is responsible for admissions to our nursery. This policy will be used to explain and determine admissions to the Humshaugh First School Nursery. As parents do not have a statutory right to appeal to an independent appeal panel in relation to nursery admissions we have adopted a clear set of admissions criteria upon which decisions can be made. This allows fair and impartial decisions to be made.

Provision for academic year 2026-2027

Humshaugh First School Nursery has the following nursery places available:

Autumn Term

5x 2-year-old places – Available for full days or AM / PM sessions Monday to Friday

12 x 3 & 4-year-old places per day – Available for full days or AM / PM sessions Monday to Friday

Spring Term

5x 2-year-old places – Available for full days or AM / PM sessions Monday to Friday

14 x 3 & 4-year-old places per day – Available for full days or AM / PM sessions Monday to Friday

Summer Term

5x 2-year-old places – Available for full days or AM / PM sessions Monday to Friday

16 x 3 & 4-year-old places per day – Available for full days or AM / PM sessions Monday to Friday

Session Times

AM Sessions run from 08:45am to 12:00pm

PM Sessions run from 12:00pm to 3:15pm

AM sessions do not include lunch at school. PM sessions do include lunch at school.

A hot lunch can be purchased for £2.80 (payable via ParentPay) or a packed lunch can be sent in with the child.

Applications must state a preference for which sessions they would like their child to attend. If the requested sessions are not available we will offer an alternative if there is space available on a different day.

Fees and Funding

Sessional costs for 2026-2027 are as follows:

2 Year olds - £18 per half day session

3 & 4 Year olds - £15.00 per half day session

We are able to offer places for children who are eligible for 2 year old funding, 15 hours and 30 hours free childcare. We are also registered with the government tax free childcare scheme. For those parents who wish to claim from a funded childcare allowance we require you to notify us via email (admin@humshaugh.northumberland.sch.uk) with the number of hours per week you would like us to claim for your child, by the start of each term.

Once you have notified us of the number of hours you wish to claim for we cannot increase this until the start of the next term.

For those parents paying for their child's nursery fees, invoices for all sessions attended will be sent out at the end of each half term and can be paid via ParentPay (an account will be set up for your child when they start at nursery)

How do I apply for a place for my child?

Application forms can be requested by emailing admin@humshaugh.northumberland.sch.uk or by calling the school on 01434 681408. Once requested, application forms can be collected from school or can be posted out to your home address. Once the forms have been completed and returned you will be notified by email within 7 days if there is a place available for your child to begin nursery the following term. Please note, places will not be confirmed until all application forms have been completed and returned.

How are places allocated?

Places are allocated on a first come, first served basis. However, if we are in a situation where we have limited availability and are oversubscribed, priority will be given to children in the following order:

1. Those due to begin Reception at Humshaugh First School in the next academic year.
2. Those who have a sibling already attending Humshaugh First School.

Applying for a place in Reception

Reception places are allocated according to the Northumberland County Council admission policy which can be found by following the below link:

https://beta.northumberland.gov.uk/education-skills/schools/school-admissions-places-appeals/reception-entry-applications

Details on the Humshaugh First School admissions policy can be found on the website: www.humshaughfirstschool.sch.uk