



**Crooks Barn Primary School**  
**Application for Nursery Place**

**Please complete the form below and bring proof of your address into school. We will only accept an original child benefit letter, utility bill and/or council tax bill.**

Child's full name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Name of sibling in school: \_\_\_\_\_

Please rank in order of preference:

30 hours (9am-3pm)

Morning (8.45am-11.45am)

Afternoon (12.15pm-3.15pm)

**Please notify school immediately if you change address or phone number or email.**

Any medical or special needs details we should be aware of:

\_\_\_\_\_  
\_\_\_\_\_

## Nursery Admission Policy

Depending on the number of places available, children may be admitted to the Nursery after their third birthday.

The priority order is as follows:

1. If the child's permanent, residential address is within the admission zone for Crooksbar Primary School and they have a sibling link. Please note that it is now school policy to provide one or more of the following documents to establish proof that the child does live at the address stated on the application form. Child benefit letter, Council tax bill and/or utility bill.
2. If the child has direct sibling links (brothers/sisters) already attending Crooksbar Primary School.
3. If the child's permanent, residential address is within the admission zone for Crooksbar Primary School.
4. Any remaining places will be allocated to children out of the admission zone depending on distance from school (as the crow flies) to their home address.
5. Please note, if there are still places available in Nursery after our main intake in September, children are then allocated places when they turn three.

Applications for school should be made in the November before your child starts school. Admission to the Nursery at Crooksbar Primary School **does not** guarantee a place in Reception classes in the school.

January 2018

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**For office use:**

- Child benefit letter
- Council tax bill
- Utility bill