

Little Trinity Ltd

Admission Policy

Little Trinity caters for children from 2 years old to rising 5's, coming from all sections of the community and all faiths. Following an initial enquiry, parents/carers and children will be invited to visit the Nursery and meet the Manager when further details will be discussed and any queries dealt with. A tour of the setting and its facilities is then offered. Parents/carers will then be asked to complete and submit an application form. Once a place is offered by the nursery a deposit of £50 will be required to secure that place. Please refer to the terms and conditions for more information on deposits.

Two year old funding is available for eligible children and working families. The funding will be 15 hours per week, term time only.

If not eligible for two year old funding there is a minimum requirement of two sessions for children attending Yellow Bumble Bee Room up until they are entitled to access government funding (15/30 hours), the term after they turn three years old.

At this point children are either able to access 15 hours funding or 30 hours funding. All children are entitled to the universal 15 hours. This is offered over 3 mornings or 3 afternoons on a 38 week a year contract.

Enhanced working families funding:

Two Year Olds - (15 hours) over 38 weeks. This is criteria based and parents need to apply for this if eligible.

Three/Four year olds - (30 hours) over 38/48 weeks. This is criteria based and parents need to apply for this if eligible. This is stretched over 48 weeks instead of the usual 38 weeks so Little Trinity will offer 25 hours per week. The 25 hours of NEF enhanced funding can be claimed over two full days (8am – 6pm) and one session hours (8am – 1pm OR 1 – 6pm). We close for a week at Christmas and a week at Easter currently but if just accessing the free enhanced hours then there will be two weeks at Christmas and two weeks at Easter that your child will not attend.

A 50 week a year contract is for children accessing more than free funded hours. If your child attends for more than the funded hours then a charge will be applied for the extra sessions. An example of this is: If your child attends for three full days, you will receive free funding for two days and a session and will just pay for one session per week. There will be two weeks per year that you will not receive funding and these will be offered as holiday weeks – at a reduction of 75% per week. If you choose not to take these weeks, full fees for all registered sessions will be applied. You may take holiday at alternative times but will only receive the discount on paid sessions, not funded sessions.

If the nursery is at full capacity you will be entered on our waiting list and a place offered when available. We reserve places for full time children and then after that children are offered places in order of application date. Part time placements must fit into normal session times. Wherever possible, however, every attempt will be made to meet individual requirements.

Children will be offered 'taster/settling in' sessions prior to starting, to settle in. (refer to Settling into Nursery Policy). Children are admitted throughout the year. Little Trinity Ltd will ensure that information about the Nursery is widely available in the local communities and that we will offer sessions required, so long as they are available, in order to meet the needs of the individual child and family.

NOTE There is no priority for children in Little Trinity when applying for school places. Parents need to apply via the local authority and decisions will be made on Holy Trinity School Admissions Criteria & Policy.