



# St Mary's Church of England Primary School

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*Date as postmark*

## How to Apply for Admission to St Mary's Nursery (2018-19)

Thank you for considering St Mary's Nursery for your child. We are proud of our School and know that it gives all its children a great start to their life-long learning.

St Mary's is a Christian school and Christian worship and values underpin the atmosphere and education we offer.

All children take part in prayers in the classes every day; daily worship within the Christian tradition, and regular worship in the parish Church as part of the school term. We also offer a programme of Admission to Holy Communion to children in Year 3. Mass is celebrated in the Junior (Year 3-6) classes once each half term and all children attend and take part. We also expect parents and their children to attend Church on three occasions in the year on a Sunday morning – those Sundays being for the Harvest Festival on the first Sunday of October, Mothering Sunday and also the May Devotion. Notice of the dates of these Sunday's is given out at the start of the year.

At other times of the year you and your children are encouraged to attend church and there is an active programme of Sunday school and family activities at the Church.

If you do decide to apply for a place in St Mary's you will be accepting that the Christian faith is taught and lived within our school.

As a local school we also value highly the contribution that children and parents of non-Christian faiths make to the life of our school. Our Religious Education programme teaches the children about all the major world religions and we expect our children to show respect and understanding to people of all faiths and none.

Our school is justifiably very popular and we get far more applications for places than we can meet. We can only take 26 children into the nursery (and 30 into our reception class) in any one year. This letter is intended to expand on the information given in the application form, and to explain our admissions procedure.

### How to apply for a Nursery Place.

We do not have a waiting list. If you would like your child to join our Nursery you must come to the school in the autumn term the year before your child would join us.

This would mean that if your child would be able to join us in the school year that starts in **September 2018** then forms will be available from **September 2017** and not before. The deadline for returning a completed form is **15<sup>th</sup> January 2018**.

You will be given a copy of the selection criteria with this letter. First preference is always given to children who attend St Mary's parish Church, Kilburn or St James, Parish Church, West Hampstead. We would strongly encourage you to seriously consider attending one of our parish Churches. In recent years most, if not all, Nursery places have gone to children of practising Christian parents.

St Mary's Church is on the corner of Abbey Road and Priory Road and within sight of the school. It is a very friendly Church, with a vibrant Sunday School and youth and children's programme. The main service is at 10.00am each Sunday. St James, with a smaller congregation, is opposite West Hampstead tube station and is more traditional in its worship. Its service is at 11.00am

Evidence for attendance has to be provided by the signature of one of the clergy on the application form. The clergy will only sign a form if the family is known to them, and has been attending for at least six months regularly (that is twice a month or more).

### **What happens next?**

Please ensure you have submitted your form by the closing date of the **15<sup>th</sup> January 2018**. We will then look at all the forms we have received at the same time. Getting your form in early does not improve your chances of gaining a place.

The decision to offer a place is based on the published criteria for selection. We **cannot** take into account the particular family or personal circumstances of individual applications as this would be unfair to other applicants.

Offers of places will be made in April 2018 and acceptance **must be confirmed in writing within two weeks** of the offer being made or the place will be lost to you and offered to another child.

PLEASE NOTE that as a Church school we are funded differently to other schools. On accepting a place in the school you, as parents/carers, will agree to make a regular annual contribution, currently £30.00, to cover part of the insurance and building maintenance costs. This payment is requested for each child in the school each year. Arrangements can be made to stage this cost over the course of the year, for further details speak to the Headteacher.

We do regret that many parents are bound to be disappointed simply because of the number of applications we receive and the limited number of places we have to offer.

If you have any further questions about admission to our Nursery then please contact the school to make an appointment to discuss this further.

With best wishes

***Admissions Committee***