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Nursery Admissions 2026-2027
Fleetville Infant and Nursery School

Our Core Offer

Fleetville Infant & Nursery School offers 15 hours per week of teacher-led Nursery education over five morning sessions (3 hours per session) and 30 hours extended childcare, 6 hours per day (Mon – Fri) funded by the Government 30 hours childcare scheme. If you are not eligible for 30 hours you can also pay for this option. Lunch Club can be added to the end of our morning Nursery sessions (subject to availability).

Admissions and Attendance

Fleetville Infant & Nursery School is an Academy that is part of Spiral Partnership Trust and follows Hertfordshire County Council guidelines for admissions. These are contained in County admission leaflets or can be found at www.hertfordshire.gov.uk by going to the section "school admissions".

All children join Nursery in the September of the academic year in which they will reach the age of 4. The school will arrange a comprehensive induction for all children.

We have a 39 place Nursery and offer 15 hour morning places and 30 hour extended childcare places.

15 hours

At Fleetville Nursery we offer the Free Early Education Entitlement for 3 and 4 year olds. The entitlement to a free Nursery place is 15 hours over 38 weeks. We are offering morning sessions from 8.40am-11.40pm. This is for each day Monday to Friday, a total of 15 funded hours.

We cannot offer places for less than 15 hours. We, therefore can only accept applications for attendance at all five sessions a week.

We will be offering the opportunity for children to join our Lunch Club from 11.40am – 12.40pm. You will need to supply a packed lunch for your child and places will be subject to availability. The cost will be £7.75 per day (subject to change) payable in advance for each half term.

Or if you would prefer a longer day, we will also be offering the opportunity for children to stay for a full day from 8.40am – 3.20pm. You will need to supply a packed lunch for your child and places will again be subject to availability. The cost will be £33 per day (subject to change) payable in advance for each half term. For this option, we require that you commit to this for a whole term and provide at least half a term's notice if you wish to change your booking. This is so we can manage our staffing arrangements.

30 hours

We also offer 30 hour child care places. You can check the following website to see whether you are eligible https://www.gov.uk/childcare-calculator. You will have to reconfirm this to us through an 11 digit code **every 3 months**.

The 30 hours option involves payment of £4.00/day (subject to change) to cover the cost for last session of the day as this is above the 30 hour free entitlement.

Deferment of places

Parents have the choice to defer their child's entry to Reception if their child is born between 1st April and 31st August and can choose for their child to spend an additional year in the Nursery. These children are given priority when allocating Nursery places for September 2024 if their parents have informed school of their decision to defer.

Admissions Criteria

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a statement of special educational needs that names their school. All schools must also admit children with an Education Health and Care Plan (EHCP) that names the school.

Rule 1 Children looked after and children who were previously looked after, including those who appear (to the admission authority) to have been in state care outside of England, and ceased to be in state care as a result of being adopted or became subject to a child arrangements order or a special guardianship order.

Rule 2 Medical or Social: Children for whom it can be demonstrated that they have a particular medical or social need to go to the school, this includes children previously from abroad who were cared for by the state because he or she would not otherwise have been cared for adequately and subsequently adopted.
A panel of Governors will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically to the school applied for under Rule 2 and must clearly demonstrate why it is the only school that can meet the child's needs.

Rule 3 Deferred entry to Reception: Children who have received one year of Nursery education at Fleetville and who are born between 1/4/2022 and 31/8/2022 are eligible to defer their start to reception until autumn term 2027. Parents must notify the school about their decision to defer. Decisions to defer made after the cut-off time will not guarantee a Nursery space.

Rule 4 Sibling: Children who have a sibling on the roll of either Fleetville Infant or Fleetville Junior school at the time of application.
This applies to reception through to Year 5.

Rule 5 Children of staff: The school will admit a child of a member of staff provided that the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or where the member of staff is recruited to fill a vacant post for which there is a demonstrable shortage.
For the purposes of satisfying these criteria, a member of staff is defined as a permanent member of the teaching staff, or a permanent member of the non-teaching staff. This definition does not include contract staff. This definition does not include peripatetic staff employed by HCC.

The child must be living permanently with the member of staff.

Rule 6 Nearest School: Children for whom it is their nearest school or academy.

If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. If more children qualify under any criterion than there are places available, priority will be given to those who live nearest to the nursery as measured in a straight line using the Distance Measuring Tool. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

Fleetville Infant and Nursery School will use the same definitions as HCC.

Shared Funding

We cannot offer places for less than 15 hours. We therefore can only accept applications for attendance at all five sessions a week (i.e we cannot split the first 15 hours funding with another provider).

If you are eligible for 30 hours free child care we ask that you sign up for the full 30 hours with us, you will not be able to share this entitlement with another provider.

Waiting list

A rolling waiting list will be run after the deadline for accepting offers has passed, with anyone being added immediately and offers made when a space is available.

Reception admissions

Following the offer and acceptance of a child's place in Nursery, parents/guardians will still need to apply for a place to join Reception the following year. This is a separate process and details of how to apply will be sent to parents/guardians by Hertfordshire County Council, or seen on their web site: School Admissions. There is no automatic right of entry into Reception for our Nursery children.

Ad hoc Lunch Club and Afternoon sessions

We may be able to offer additional ad hoc lunch club and afternoon sessions in addition to your child's regular attendance pattern. To book, telephone the school office to check availability, once availability is confirmed by the school office via email, payment is made via Arbor in advance, once payment is received, the ad hoc session is booked for your child. (Please note that it is essential to check availability with the office first, as payment alone will not guarantee the session as we must manage our staffing arrangements).

Payment Terms

Fees for the following sessions are as follows:
15 hour code – additional lunch club session £7.75 per day
15 hour code – additional lunch club and afternoon session £33 per day
30 hour code – additional £4 per day to cover the full session (above 30 hours)

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Fees are payable for the coming half term, in advance on Arbor.
Payment is required before the start of the term.
Any changes to session patterns need to be confirmed in advance for the coming half term, one week before the start of the half term break prior to the next half term, the dates are as follows:

Half term	Confirm session pattern by	Date payment required by
Autumn 1 –8th September 2026 to 23rd October 2026	7th July 2026	15th September 2026
Autumn 2 – 3rd November 2026 to 18th December 2026	19th October 2026	4th November 2026
Spring 1 – 5th January 2027 to 12th February 2027	14th December 2026	5th January 2027
Spring 2 – 22nd February to 25th March 2027	8th February 2027	22th February 2027
Summer 1 – 12th April 2027 to 27th May 2027	22nd March 2027	12th April 2027
Summer 2 – 7th June 2027 to 22nd July 2027	24th May 2027	7th June 2027

Tax free childcare vouchers can be used for payment, please speak to the school office if you are using this option.
Places can only be secured once payment has been made.
Sessions booked for the half term are non-refundable whether the child is in attendance or not, due to illness or any other reason.