

St Oswald's Sunshine Club Admissions Policy – April 2013

Daytime Early Years Provision

St Oswald's Sunshine Club has 20 places per session for children aged 3-4 years old. Children are admitted irrespective of race, gender, religious belief or affiliation, intellectual or physical ability, social or cultural background.

Children are entitled to 15 hours of education and childcare (FFE - Flexible Free Entitlement) per week for 38 weeks each year commencing from the term after their third birthday. The term dates of St Oswald's CE Aided Infant and Nursery School form these 38 weeks at the Sunshine Club. Any sessions attended in addition to the FFE are chargeable. Children may attend the Sunshine Club from the date of their third birthday and these sessions are chargeable until the child is eligible for FFE.

<i>Child born between</i>	<i>Term of Eligibility for FFE</i>
1 April - 31 August	Autumn intake (September)
1 September – 31 December	Spring intake (January)
1 January – 31 March	Summer intake (April)

The Sunshine Club works closely with St Oswald's CE Aided Infant and Nursery School to offer parents as much flexibility as possible to give a high quality Early Years experience.

Parents can submit an application to the Sunshine Club after the child's second birthday. Places are offered according to the following timescales:

May/June for Autumn term entry (September)

October/November for Spring term entry (January)

February/March for Summer term entry (April/May)

Places are allocated according to the following criteria:

1. Children with a sibling who attends St Oswald's CE Aided Infant and Nursery School.
2. Children with a five session place (15 hours FFE) in the Nursery class at St Oswald's or the Sunshine Club who require five chargeable sessions of wrap-around care (equating to full-time daytime attendance).
3. Children with a five session place (15 hours FFE) in the Nursery class at St Oswald's or the Sunshine Club who require one or more chargeable sessions of wrap-around care or after-school care.
4. Children requiring any other childcare including those eligible for FFE and those who have reached their third birthday but are not yet entitled to FFE. The offer of a place will be prioritised according to date of birth. Where applicants have the same date of birth, priority will be given to the earliest date of application.

In the case of over-subscription, a waiting list will be maintained and parents will be informed when a place becomes available.

Breakfast Club

St Oswald's Sunshine Club offers Breakfast Club places for children who attend St Oswald's CE Aided Infant and Nursery School (including the Sunshine Club daytime Early Years sessions). These are

chargeable sessions for all children who attend. When there are more applicants than available places, the following over-subscription criteria will be applied:

1. Children attending St Oswald's CE Aided Infant and Nursery School or Sunshine Club Early Years daytime provision ordered by the number of hours care required per week (including after-school club).

A waiting list will be maintained and parents will be informed when a place becomes available.

After-School Club for St Oswald's CE Aided Infant and Nursery School and for St Margaret's CE (VC) Primary School

St Oswald's Sunshine Club offers After-School Club places for children who attend St Oswald's CE Aided Infant and Nursery School, Sunshine Club daytime Early Years sessions and St Margaret's CE (VC) Primary School. These are chargeable sessions for all children who attend with an additional charge being made for taxi pick up from St Margaret's. When there are more applicants than available places, the following over-subscription criteria will be applied:

1. Children attending St Oswald's CE Aided Infant and Nursery School or Sunshine Club Early Years daytime provision ordered by the number of hours care required per week (including breakfast club).
2. Children attending St Margaret's CE (VC) Primary School with a sibling who attends St Oswald's CE Aided Infant and Nursery School or Sunshine Club Early Years daytime provision ordered by the number of hours care required per week.
3. Children attending St Margaret's CE (VC) Primary School ordered by the number of hours care required per week.

A waiting list will be maintained and parents will be informed when a place becomes available.

Holiday Club

St Oswald's Sunshine Club offers Holiday Club places between 8am and 6pm during most school holidays. Holiday Club does not operate during the Christmas Break or on Bank Holidays. Priority is given to children who attend breakfast/after-school club. Other places are allocated on a first-come-first-served basis. Application forms are available from the Sunshine Club website or by contacting the Sunshine Club manager.