



Riversdale Primary School

A nurturing, ambitious and values led school.

NURSERY ADMISSIONS POLICY

DATE: 1st March 2026

REVIEW DATE: 1st March 2027

INTRODUCTION

Riversdale Primary School offers a Nursery provision for children in the academic year before they start Reception.

Nursery places are not part of the statutory school admissions process and are administered directly by the school in line with guidance for maintained schools in the London Borough of Wandsworth.

The purpose of these arrangements is to ensure that Nursery places are allocated in a fair, transparent and consistent manner.

NURSERY PROVISION

Riversdale Primary School Nursery provides places for children aged three to four years old.

The Nursery can accommodate:

- 26 children in the morning session
- 26 children in the afternoon session

These are mainstream nursery places and may be allocated as a combination of full-time and part-time places, depending on availability and demand.

Admission to the school's Alternative Resource Provision (ARP) is from Reception onwards and does not form part of the Nursery admissions process.

APPLICATIONS

Parents and carers who wish to apply for a Nursery place should complete the school's Nursery application form.

Completed applications should be returned to the school office by the published closing date.

Applications received after the closing date may still be considered but will normally be processed after on-time applications.

OVERSUBSCRIPTION CRITERIA

Where the number of applications exceeds the number of available places, priority will be given in the following order:

- Children looked after by a local authority, previously looked after children, and children who have been adopted or made subject to a special guardianship or child arrangements order following care by a local authority.
- Children who have an allocated social worker, where written professional support has been provided to the school at the time of application.
- Children recommended for a place following a multi-disciplinary action plan, such as a Team Around the Child (TAC) or other professional planning meeting.
- Children who have a brother or sister currently attending Riversdale Primary School, who will still be attending at the time the Nursery place is taken up.
- Children of staff members who have been employed at the school for two years or more at the time of application.
- Children who live nearest to the school, measured by the shortest safe walking route with street lighting using the Local Authority's Geographical Information System.

EXCEPTIONAL MEDICAL OR SOCIAL NEED

In exceptional circumstances, priority may be given where a parent or carer provides professionally supported evidence demonstrating that a child has an acute medical or social need to attend Riversdale Primary School specifically.

Such evidence must be submitted at the time of application and must clearly explain why attendance at Riversdale Primary School is essential and why another local nursery provision would not be appropriate.

Applications made under this criterion will be considered on a case-by-case basis.

Priority may also be considered for children from military families where appropriate evidence is provided.

TIE BREAK

Where two or more applicants meet the same oversubscription criterion and there are insufficient places available, priority will

be given to the child who lives nearest to the school.

Distance will be measured by the shortest safe walking route with street lighting, calculated using the Local Authority's Geographical Information System.

ALLOCATION OF NURSERY PLACES

The school may allocate places as full-time or part-time sessions, depending on availability and the needs of the Nursery.

While parents may indicate a preference for particular sessions, the school cannot guarantee that preferred sessions will be available.

The school reserves the right to determine the allocation of sessions in order to ensure the efficient organisation of the Nursery provision.

OFFERS OF PLACES

Parents and carers will be notified in writing of the outcome of their application.

Parents must confirm acceptance of a Nursery place within the timeframe specified in the offer letter.

If a place is not accepted within the specified timeframe, the school reserves the right to offer the place to another child.

DEFERRED OR DELAYED START

In some circumstances, a child may start Nursery later in the academic year depending on their age and the availability of places.

The school reserves the right to agree an alternative start date where this is considered appropriate and compatible with the organisation of the Nursery.

WAITING LIST

Where the Nursery is oversubscribed, the school will maintain a waiting list.

Children on the waiting list will be ranked in accordance with the oversubscription criteria outlined in this document.

The position of a child on the waiting list may change if other applicants are added who have a higher priority under the admissions criteria.

Waiting lists do **not** operate on a first-come, first-served basis.

MOVING ON TO PRIMARY SCHOOL

Children normally move to a Reception class in the September of the school year in which they reach their fifth birthday.

Attendance at Riversdale Nursery does not guarantee a place in the Reception class at Riversdale Primary School.

Admission to Reception is coordinated through Wandsworth Local Authority.

Parents and carers must submit a separate application through the Local Authority's coordinated admissions process.

Further information can be found in the Choose a Wandsworth Primary School booklet.

For further information please contact:

Wandsworth Pupil Services

Telephone: 020 8871 7316

Email: admissions@wandsworth.gov.uk

REVIEW OF ARRANGEMENTS

These Nursery Admissions Arrangements are determined by the school in line with Wandsworth Local Authority guidance for maintained schools.

The arrangements will be reviewed annually by the Governing Body to ensure that they remain fair, transparent and consistent with relevant guidance.