



Rising 3-Year-Old Admissions Policy

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Author (s)	SS
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Purpose

This policy outlines the arrangements for the admission of girls who will join the School at age 3 (Rising 3 provision). It ensures that admissions are fair, transparent, and aligned with the School's ethos, Early Years Foundation Stage (EYFS) framework, and regulatory requirements.

This policy applies to:

- All applicants seeking admission into the Nursery (Rising 3 cohort)
- Admissions staff and leadership involved in the admissions process
- Parents/guardians of prospective pupils

Definition of Rising 3

A Rising 3 pupil is defined as a child who:

- Has reached the age of 2 years and 9 months, and
- Will turn 3 years of age during their first half term of attendance
- Admission may be offered from the start of each half term in which these conditions are met, subject to availability and the child being developmentally ready for the setting.

Admissions Principles

Leicester High School for Girls is committed to:

- Providing a nurturing, inclusive and high-quality early years environment
- Ensuring age-appropriate admission in line with EYFS guidance
- Treating all applicants fairly, without discrimination on the basis of race, religion, disability, or family background
- Acting in the best interests of each child

Entry Points

Admissions into the Rising 3 cohort normally occur at the start of each half term:

- Autumn Term (September)
- Spring Term (January)
- Summer Term (April)
- Mid-term admissions may be considered, subject to places available.



Admissions Criteria

Places will be allocated based on the following considerations:

1. Availability of places

2. Readiness for Nursery provision, including:

- o Basic independence (toileting progress, feeding, communication)
- o Ability to separate from parent/carer with appropriate support

3. Date of application (where demand exceeds availability)

The School reserves the right to make professional judgements regarding a child's readiness for entry.

Admissions Process

The admissions process will typically include:

Application

- Completion of the School's online application form
- Payment of any applicable registration fee

Visit and Assessment

- Parents and child will attend a school visit or stay-and-play session
- An informal observation may be carried out to assess:
 - o Social interaction
 - o Communication
 - o Emotional readiness
 - o Basic independence

Offer of a Place

- Offers are made at the discretion of the Head or delegated senior leader
- Offers may be conditional upon:
 - o The child reaching the appropriate age
 - o Developmental readiness



- Availability of space

Acceptance

- Parents must confirm acceptance of the place via the admissions portal
- A deposit may be required to secure the place
- Completion and signing of the parental contract
- Completion of a baseline assessment

Settling –in Arrangements

To support a smooth transition the school may offer:

- A graduated settling-in period
- Staff will work closely with parents to ensure emotional wellbeing

Safeguarding & Welfare

The school will:

- Comply with all EYFS safeguarding and welfare requirements
- Maintain appropriate staff-to-child ratios
- Carry out all required checks on staff
- Ensure that all staff are trained in early years practice and safeguarding

Special Educational Needs and Disabilities (SEND)

The school welcomes applications from children with SEND and will:

- Consider each application individually
- Work with parents and external professionals where appropriate
- Ensure reasonable adjustments where possible

The school will consider reasonable adjustments in line with its obligations under the Equality Act 2010. Admission decisions will consider whether the school can appropriately meet a child's needs within the resources and provision available

Fees & Funding

- Fees for Rising 3 pupils are set inline with EYFS fees charges



- The School participates in Early Years funding schemes (Free Early Education Entitlement – FEEE, formerly NEG), subject to eligibility and government and Leicester City Council guidance. In line with Leicester City Council requirements, funding for 3- and 4-year-olds is only available from the start of the term following a child's 3rd birthday.

This means that:

- Children admitted as Rising 3 (before the term after their 3rd birthday) will not be eligible for funded hours during that initial term of attendance
- Funding will normally begin at the start of the next eligible funding term (Autumn, Spring, or Summer), determined by the child's date of birth
- Parents will therefore be responsible for full fees until the point at which funding becomes available
- Parents are advised to contact the Admissions Team for individual guidance on eligibility and start dates

Additional services or extended hours may incur extra charges

When Will My Child Receive Funding

Child's Date of Birth	Term Child Turns 3	Funding Starts From	Fees Payable Before Funding Starts
1 January – 31 March	Spring Term	Summer Term (from April)	Spring Term (if attending as Rising 3)
1 April – 31 August	Summer Term	Autumn Term (from September)	Summer Term (if attending as Rising 3)
1 September – 31 December	Autumn Term	Spring Term (from January)	Autumn Term (if attending as Rising 3)

Withdrawal & Deferral

- Parents may request to defer entry; this will be considered based on availability
- Notice periods for withdrawal are outlined in the parent contract