



St Anne's Nursery Admissions Policy
Approved by St Anne's Governing Body (04/10/23)

The St Anne's Nursery is open to all, however preference is given to St Anne's Members. The Admissions Policy is framed around a series of principles, which operate in order to determine to which applicants preference will be given. These principles were developed and agreed by the Nursery Committee of St Anne's College.

The child for whom a place is sought is referred to as a or the 'Child', and their parents or carers as 'the Applicant(s)'.

Within the category of '*St Anne's Members*' used in the principles below, the following order of preference applies:

1. Paid staff
 - All paid staff employed by St Anne's College are treated equally
2. Students
3. Unpaid staff
 - 'Unpaid staff members' include staff with an unremunerated relationship with St Anne's (for example, research associates, emeritus professors, professorial fellows, post-doctoral research fellows and supernumerary fellows)

Note: '*St Anne's Members*' does not include individuals who do not fall into 1-3 above, and whose *only* relationship with St Anne's is associate membership of the SCR.

Places will be allocated in order of preference as follows:

- 1) A Child with a sibling already in St Anne's Nursery
 - a) The Child must enter the Nursery while their sibling is still attending
 - b) The Child and sibling must attend *concurrently for at least one term*
 - c) Where this principle applies equally to two Children, preference will be given in the following order
 - i) Children of St Anne's Members
 - ii) Children of non-St Anne's Members
 - d) Where (c) does not distinguish between two Children, preference will be given to the Child who will have the longer period of overlap with the sibling already in the nursery.
 - e) In any cases that do not fit within the principles of (a)-(d) above, the general principle of preference to St Anne's Members followed by preference to those with the longest overlap with siblings will apply, adapted to suit the particular case.
- 2) A Child whose parent or guardian is a St Anne's Member.
 - a) Preference will be given to the Child who was placed on the waiting list first
- 3) All other Children
 - a) Preference will be given to the Child who was placed on the waiting list first

Further principles:

The time of placement on the waiting list is defined as:

- a) The date the application fee payment was received.
- b) The most recent date of placement (if the Child was on the list, removed, and then later re-added).
- c) For the purposes of (2) above, if an Non-St Anne's Applicant becomes a St Anne's Member, the date of placement is *reset* to the date on which the Applicant became a St Anne's Member.

Nursery Committee retains discretion on all Nursery Admissions decisions.

In cases where the principles above do not yield a clear answer, the Nursery Committee reserves the right to make a decision on Admissions based on its discretion.

The Nursery Committee recognises that in rare cases, there may be factors that are relevant to admissions decisions that are not encompassed by the policies above. In such cases, the Committee reserves the right to both assess the relevance of those factors, and the discretion to diverge from the principles above. In exercising this discretion, the Committee should do so only in exceptional cases, and with the underlying principles of giving preference to St Anne's members and to ensuring continuity in the nursery in mind.