



Rothbury First School

Admissions Policy

March 2026

Review Date March 2027

Admissions Policy

School Admissions

It is the aim of Rothbury First School to admit all children whose parents/carers wish them to attend whenever space is available. The catchment area for Rothbury First School is defined as Rothbury, Whitton and Tosson, Ewesley, Netherwitton, Brinkburn and Cartington.

Admissions for the Reception cohort, and transfers from other schools, are coordinated by the Local Authority. Parents/carers who wish their children to attend this school should apply via the Northumberland County Council School Admissions Team. Your child is eligible to start Reception in the September after his/her fourth birthday. Parents/carers should apply for a Reception place at Rothbury First School in the Autumn Term prior to this.

Details of how to apply can be found on the Northumberland County Council's web pages under School Admissions: [Northumberland County Council School Admissions](#)

Nursery Admissions

Admissions for our Nursery cohort are decided by the school. Please complete an application form which can be requested from the school office, and return it to the school office.

30 Hours Provision

We run a full time Nursery from 8.45 - 3.15pm. Those children entitled to 30 hours can attend school Monday to Friday. We assume that once a place has been accepted, children will attend for every session allocated. Parents can check their eligibility at [Gov.uk 30-hours-free-childcare](#)

Statutory 15 hours provision

Children can attend 5 sessions during the week. It is advisable that this is mornings only, however, we can accommodate a mix of mornings and full days to support the needs of working parents. The days requested will remain the same for the duration of the school year. Those staying for full days and requiring a hot lunch will need to pay for this at a cost of £2.50. Our morning Nursery sessions last 3 hours and run from 08:45 to 11:45 during term time when school is open. We assume that once a place has been accepted, children will attend for every session allocated. The statutory 15 hours are funded by the Local Authority in accordance with the Northumberland County Council Local Code of Practice Early Years Funded Entitlement for Two, Three and Four Year Old Education.

Community Powers

In addition to the statutory 15 hours, under our Community Powers, parents can pay for their child to attend in the afternoon session at a cost of £16.50 per session and £2.50 for provision of a hot lunch. Places in our Nursery cohort may be offered to children from the beginning of the term after their third birthday and until the end of the school year in which they have their fourth birthday. Nursery places are offered according to whether a child is N2 or N1.

- N2 children are those who have their fourth birthday during the current academic year and therefore will be eligible for Reception in the next academic year.
- N1 children are those who have their third birthday between September 1st and March 31st of the current academic year and therefore will be N2 in the next academic year.
- Children who have their third birthday between April 1st and August 31st of the current academic year will go straight into N2 in the next academic year.

The Nursery currently has three admission points coinciding with the start of the Autumn, Spring and Summer Terms respectively. The admission arrangements for these are as follows:

Admission at the start of the Autumn Term:

N2 children will be offered 15 hours or 30 hours if qualifying. The spaces offered will be for the full academic year.

Admission at the start of the Spring Term:

If there is space in the Early Years Unit, places will be offered as follows:

N2 children requesting a place will be offered 15 hours or pro-rata depending on available space. Any remaining available hours will be offered to N1 eligible children (those born September 1st to December 31st).

If the number of applications exceeds the number of available places, then places will be offered to children in the order of their date of birth.

Admission at the start of the Summer Term:

If there is space in the Early Years Unit, places will be offered as follows:

N2 children requesting a place will be offered 15 hours or pro-rata depending on available space. Any remaining available hours will be offered to N1 eligible children (those born January 1st to March 31st).

If the number of applications exceeds the number of available places, then places will be offered to children in the order of their date of birth.

Due to funding restrictions, parents are unable to increase the number of hours their child attends Nursery within a given term.

Rising 3's

In addition, we may be able to offer a place in our Nursery in the term that children turn 3 years old. Sessions must be paid for at a cost of £16.50 per session up until the point that funded hours apply (the term after their 3rd birthday)

All applications to Reception must be made via the Local Authority.

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Reviewed by Governors: March 2026
Due for next review: March 2027