

Footsteps @ St Joseph's Catholic Primary School

Gipsy Lane, Bracknell, Berkshire, RG12 9AP

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Admissions Policy

Adopted by the Resources Committee

at its meeting on: 20th January 2026

Signed:

A handwritten signature in black ink, appearing to read 'Stephen Kemp'.

Name: Stephen Kemp

Position: Resources Committee Chairs

Date: 20.01.2026

Review Date: January 2027

Responsibility: Resources Committee

If you would like help understanding or translating this policy, please contact the school office.

TEL: 01344 425246

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“Growing together with Jesus in our hearts, heads and hands.”

Admissions Policy

Our Admission Policy aims to ensure best practice for admission. It is our intention to admit children and families into the nursery in a fair and consistent manner. The waiting list is operated by giving priority to siblings of St. Joseph's School & Footsteps Nursery in conjunction with the greater number of hours.

To accomplish this we have a clear oversubscription criteria should there be more applications than places available, all applications to Footsteps Nursery will be considered on an equal preference basis against the category order set out below

1. Siblings (3 and 4-year-olds) of St. Joseph's School or Footsteps Nursery requiring 30 hours.
2. Families of 3 and 4-year-old children, requiring 30 hours.
3. Siblings (3 and 4-year-old children) of St. Joseph's School or Footsteps Nursery requiring 15 hours or more.
4. Families of 3 and 4-year-old children, requiring 15 hours or more.
5. Siblings (3 and 4-year-old children) of St. Joseph's School or Footsteps Nursery requiring less than 15 hours.
6. Families of 3 and 4-year-old children, requiring less than 15 hours.
7. Siblings (2-year-old children) of St. Joseph's School or Footsteps Nursery requiring 30 hours.
8. Families of 2-year-old children, requiring 30 hours or less.
9. Siblings (2-year-old children) of St. Joseph's School or Footsteps Nursery requiring 15 hours or less.
10. Families of 2-year-old children, requiring 15 hours or less.

If the school does not have sufficient places for all the children who have applied, places are given according to the order in which the categories are set out above. This means that priority will be given to the children whose birthday indicates they are the oldest on the applicant list.

Where two applicants have the same birthday, random allocation will be used and will be supervised by the Clerk of St. Joseph's School who is independent of the nursery's admission arrangements.

Please note:

- Places will be given to the child after their second /third birthday
- Places will be reviewed on a termly basis
- If a child's sessions are reduced from 30 hours, then families requiring the 30 hours will take priority and your child's place may be rescinded.
- All children (regardless of race, gender, religious belief or affiliation, intellectual or physical ability, social or cultural background) will have equal access to places at Footsteps Nursery

Please note that acceptance to Footsteps Nursery does not mean automatic acceptance to St Joseph's School.