

**INFORMATION SHEET FOR THE REGISTRATION OF
3– 5 YEAR OLD NURSERY CHILDREN
SESSION 2019/2020**

All children who will be 3 years of age before 1 March 2020 are entitled to a FREE part-time nursery place during session August 2019 until June 2020.

The funding eligibility dates for 2019/2020 are:-

- Children who will be 3 years of age between 1 March 2019 and 13 August 2019 may start nursery on 14 August 2019.
- Children who will be 3 years of age between 14 August 2019 and 29 February 2020 can start nursery the day after their 3rd birthday.
- Children applying to North Lanarkshire Council from another Local Authority (Cross Boundary Protocol will apply) can start nursery the term after their 3rd birthday. (Funded Providers only)

The council is now accepting applications for children who will be eligible for nursery in session 2019/2020. Applications should be completed and submitted to your first choice council nursery establishment or independent nursery who provides a service for the council **no later than Friday 1 February 2019.**

Birth Certificates (UK Nationals) and Passports or National Identity Cards (Non UK Nationals) and current council tax statement must be produced.

Letters notifying parents/carers of nursery placement decisions will be issued on **Friday 22 March 2019.**

For children residing within North Lanarkshire places will be allocated in classes and centres only in accordance with the following criteria:

3 – 5 Years

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| Category 1 | Children whose applications are supported by an agency significantly involved with the child and family. |
| Category 2 | Children who have siblings within the nursery (in August 2019) |
| Category 3 | Children from the defined local area* and those children deferring entry to primary school. |
| Category 4 | Children from the defined local area whose parents/guardians are in employment and/or education and who require additional childcare services.

Children resident in North Lanarkshire whose carers live within the defined local area. |
| Category 5 | All other eligible children residing in the North Lanarkshire Council area. |
| Category 6 | Eligible children residing outwith North Lanarkshire Council |

*The defined local area is the catchment area of the local non-denominational and denominational primary school

For Funded Provider admin use only:

- Category 6** should be used for child who reside **outwith** North Lanarkshire.
Category 7 should be used for all applications received on time for children resident in North Lanarkshire.
Category 8 should be used for any applications received after the deadline date (children resident in North Lanarkshire only).

Children reaching 3 years of age in the following months are eligible for a nursery place spread over 2 school sessions as follows:

1 March – 31 August	6 terms
1 September – 31 December	the period from 3 rd birthday to start of next term plus another 5 terms
1 January – end February	the period from 3 rd birthday to start of next term plus an other 4 terms

All children will be entitled to at least 4 terms of pre-school education with some older children being entitled to a maximum of 6 terms.

All services offering statutory early years and childcare places will follow the council procedures/policy to ensure uniformity in the allocations process across the authority.

The nursery IT system (NAMS) will be used to facilitate the allocation of nursery places across all sectors. Independent early years' service providers in the independent and voluntary sector will adhere to the admission timescale as detailed in the Framework Agreement.

The admissions process will take place each year for the allocation of nursery places for the following academic year. Where an establishment has more applications than capacity a laid down procedure will be followed for balloting.

In family learning centres and classes where staffing levels allow services will offer additional flexibility where available to parents who require this. The council's charging policy will be applied to any additional hours required for childcare purposes.

For further information on nursery provision including council approved independent nurseries log on to www.northlanarkshire.gov.uk/nurseryplaces or contact Interventions & Inclusion on telephone 01236 812281.

Eligible 2 Year Olds

Early Learning & Childcare places are available for eligible 2 year olds. To check the criteria for eligibility and to find out how to apply please log on to www.northlanarkshire.gov.uk/childcare or contact Interventions & Inclusion on telephone number 01236 812281.