# Admissions Policy – Nursery (September 2026)

## Children born between 1st September 2022 and 31st August 2023 who live inside the Wandsworth borough.

## Admission criteria

If there are more nursery applications than places, the school's admission criteria will be used to decide which children can be offered a place within that group. The school will offer places in the following priority:

1. Children looked after and those who ceased to be children looked after because they were adopted, or because they became subject to a residence order or a special guardianship order.

2. Children with a professionally supported exceptional medical need or exceptional social need for a place at Swaffield, as decided by the school's governing body.

3. Brothers and sisters of children on the roll of the school on the date of admission.

4. Children in order of straight line distance from home to school as measured by Wandsworth Council's Geographical Information System.

Tie Breaker: If there are more applications than places within any category, applications will be considered in order of straight line distance from home to school as measured by Wandsworth Council's Geographical Information System.

## Criteria for deciding type of place offered

Having applied the council and the school's criteria, the Governors of Swaffield School have agreed that the following process shall be followed to determine the offer of full-time and part-time places.

1. Applications received by 5th February 2026 shall be given a ranking from 1 to the number of applications received using the criteria described.

2. The applicants indicating **full-time** provision as their preference on the application, including existing parents, shall be offered a full time place on the basis that they meet the criteria above; allocated in rank order up to the point where all places are filled. (Please note that free top-up full-time places are offered subject to availability and at the school's discretion.)

3. The applicants indicating **part-time** provision as their preference on the application, including existing parents, shall be offered a part-time place on the basis that they meet the criteria above; allocated in rank order up to the point where all places are filled.

4. Places shall be offered to applicants in early March 2026 and those who have not been allocated a place, put on a waiting list.

5. Following the first round of offers, any places not taken up, whether full-time or part-time, shall be re-offered to applicants who are on the waiting list, in line with the process above.

6. Applications received after the 5th February 2026 deadline will be kept on file and added to the end of the waiting list once the main cycle of offers and acceptances has been concluded.

## Early Admissions

We accept applications for early admissions to Nursery as follows:

1. For children born between 1st September and 31st December 2022 applications may be made for admission in January 2026, starting on the first day of the spring term.
   The allocation of places will depend on the number of spaces available and will be offered using the same criteria outlined above.

2. For children born between 1st January and 31st March 2023, applications may be made for admission in April 2026, starting on the first day of the summer term.
   The allocation of places will depend on the number of spaces available and will be offered using the same criteria outlined above.

3. In exceptional circumstances, an offer of a place may be made for an application for a child who has not yet turned three years old. This is subject to there being a place available, the readiness of the child to join the nursery class, and this is at the Headteacher's discretion

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**Reviewed September 2025**
**By Julia Hamilton**