

# The Nook

## Admissions Process - September 2026

This guidance outlines the admissions process for Wraparound Care, including booking procedures, priority criteria and key deadlines. It applies to all families wishing to access Breakfast Club and/or After School Club from September 2026.

## New Booking Requirement from September

From September, all children wishing to attend Wraparound Care must have a new booking in place, regardless of whether they have previously attended the provision. **Existing bookings will not automatically roll over into the new academic year.**

## Registration and Booking Forms

New registration and booking request forms will be available from 13 April 2026 via the school website.

Registration and booking forms will be available to download from the school website.

All families must complete a registration form before a booking can be confirmed.

**The deadline for submission of all registration and booking forms (including new applicants) is 31 May 2026,** applications received after this date may be placed on a waiting list.

## Current Attendees – Forms and Advance Booking Window

### Access to Forms

Forms will be emailed to current attendees on 23 March 2026. Paper copies will also be available from The Nook. Younger siblings may be included in the booking request.

Parents/carers are asked to check their junk/spam folders carefully. If the email has not been received, the Nook should be notified as soon as possible.

### Advance Booking Window

Children currently attending Wraparound Care will be given priority access to book places for September 2026.

Booking for current attendees will open on 23 March 2026, providing a three-week advance booking period.

This advance period allows families to retain their current booking pattern, where possible.

#### Important:

**If current attendees do not submit their completed booking forms by 13 April 2026, they will lose their priority status. From this point, places will be allocated on a first-come, first-served basis alongside all new applicants.**

## New Applicants

From 13 April 2026, booking will open to all families.

Places will be allocated on a first-come, first-served basis, subject to availability and the priority criteria outlined below.

## Priority for Places

Where demand exceeds available places, priority will be given in the following order:

- Children with Special Educational Needs (SEN)
- Vulnerable children, including those known to external agencies
- Children of working parents/carers

The school may request supporting information where appropriate to confirm priority status.

## Allocation of Places

Places are limited and cannot be guaranteed.

Submission of a registration or booking form does not automatically guarantee a place.

Places will be allocated during the week commencing 15 June 2026.

Families will be notified by email once places have been allocated.