Kingfisher Early Years (KFE) Admissions Policy (This policy was written in conjunction with Acorn's Admission Policy)	
Version number	2
Written by	G. Phelan / A Ferdenzi
Ratified by	Governing Body
Review cycle	3 - Year
Last review	Spring 2025
Next review	Spring 2028

Livingstone Primary and Nursery School
Kingfisher Early Years (KFE) Admissions Policy

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Livingstone is one of three Assessment and Intervention Centres in Barnet that caters for pre-school children with Special Educational Needs and Disabilities (SEND) which specialises in Autistic Spectrum Condition (ASC).

- Livingstone ASC Nursery
- Colindale Acorn and
- Queenswell Acorn managed via Oakleigh School.

The Livingstone ASC Nursery has one morning and one afternoon group each offering 6 placements and a high ratio of staff.

Children who come to Livingstone ASC Nursery have the opportunity to attend five days a week for 3-hour sessions (either in the morning or the afternoon), making up 15 hours of nursery entitlement.

Referral to the Early Years SEND Admissions Panel.

The Panel allocates places in Livingstone ASC nursery and Acorn.

Children are usually already known to services when a referral is made. Referrals can come from Preschool Teacher, Barnet Early Autism Model (BEAM), Special Educational Needs Co-ordinator (SENCo's), Specialist Team and Parents/carers/Carers.

Applications will only be considered for children for the year they would start nursery.

A panel made up of an Assistant Head Teacher in charge of Acorn, Assistant Headteacher in charge of Pre-school Teaching Team, Livingstone SENCos and representatives from BEAM meet at least once a year, to identify children who may need a place and to allocate these places.

Criteria

When a referral is received by the Panel, the child will either be offered a place or placed on the waiting list if they meet the following criteria:

1. Child must live within the London Borough of Barnet. Parents/carers may be asked to provide evidence of child's residency in Barnet e.g. address on child benefit award/council tax bill.

2. Entrance needs to be 2 terms prior to starting reception year, unless there are exceptional circumstances such as Safeguarding issues. The Placement will end when the assessment is

complete, or the child is starting a Reception Year. Acorn/Livingstone children will start a Reception year from the September of the academic year in which the child turns 5. Children will not be considered for a place in Acorn/Livingstone if they are Reception aged but entry to school has been officially deferred.

3. Pupils for Livingstone ASC Nursery are considered when early learning and play skills are significantly delayed because of

    - Communication and interaction difficulties, including diagnosis/ongoing diagnosis of Autism Spectrum Disorder

4. Nursery 2 children will be given priority, and the assessment will be processed as quickly as possible. They will also have priority over younger children on the waiting list.

5. Children who already have a placement in another nursery provision will have lower priority, unless that placement has broken down or is unable to meet their needs with the additional resources available within Barnet.

6. Panel will only consider applications for children who, will be due to be in their first year or second year of nursery but not consider applications for children 2 terms prior to starting reception year.

7. Placement for Acorn/Livingstone will, where possible, be at the setting closest to the child's home.

8. There must be evidence that children are able to access, or progress towards accessing, a mainstream environment and learning, and benefit from inclusion.

9. Children should have cognition levels appropriate to a level suitable for inclusion in mainstream so that their needs can be met, with support, through reasonable adjustment.

10. Prospective children should be appropriately placed in the ARP; children should not be placed if they are likely to spend all their time within the provision because they are not able to integrate in the main school in any way.

Facilities

Acorn/Livingstone offers:

- Access to the Early Years Foundation Stage Curriculum which is differentiated to meet children's individual needs.

- Detailed assessments that are regularly reviewed to assess progress
- Small class groups of between 6 and 8 with a high ratio of staff
- High level of expertise amongst the staff in understanding the needs of children with SEND
- Referral to a Family Support Worker if needed who supports the parents/carers and families in incorporating effective strategies into the home
- Regular meetings for parents/carers to discuss progress
- Workshops for parents/carers to support understanding of the needs of their child
- We have trained staff to support children where children may require specific medical care, Acorn/Livingstone will liaise with relevant health professionals and ensure that training needed by staff is organised.
- We have an allocated nurse who supports with writing individual Health Care Plans; however, they are not based at either Acorn or Livingstone.
- Occupational Therapy and/or Speech and Language Therapy through the referral process.
- Specialist equipment and resources, e.g. sensory room, soft play area and outdoor play areas.
- A total communication approach including, use of objects of reference, visual schedules, visuals for requesting, Makaton signing, On-Body Signing, Augmentative Alternative Communication AAC systems, such as, core boards, communication books and High Technology Augmentative and Alternative Communication as appropriate
- Specialist teaching methodologies such as Social Communication Emotional Regulation and Transactional Support (SCERTS), Treatment and Education of Autistic and related Communications Handicapped Children (TEACCH) Curiosity Programme and Attention Autism for children with Autism Spectrum Conditions.
- Joint placements with mainstream pre-school settings as appropriate
- Multi-disciplinary intervention and assessment through the following:

- Physiotherapy, Speech and Language Therapy and Occupational Therapy support provided at the discretion of the North East London Foundation Trust (NELFT).

- Educational Psychologist assessment and support through the Educational, Health and Care Plan process.

- Liaison with the consultant community paediatricians, school nursing service, dieticians, wheelchair services.

- Close working practice with specialist teachers for children with Multi-Sensory Impairment, Visual and Hearing Impairment

Additional Information

Funding

When a child takes up an Acorn/Livingstone place, parents/carers/carers can take up a 15 hours placement for morning (8:45am-11:45am) or afternoon (12:15pm-3:15pm).
Irrespective of the number of hours pupils are entitled to, pupils can only attend for 15 hours. Children eligible for 30 hours can attend another nursery setting for the other 15 hours, however Livingstone mainstream nursery is not open to the additional 15 hours as it would impact on the quality of education for both our provision and mainstream pupils.

If the child is not eligible for 30 hours free funding and parents/carers fund additional hours at another setting, that setting will not be able to request High Needs Funding.

Transport

There is no entitlement to transport when a child is given a place in Acorn/Livingstone. Parents/carers are expected to transport their child and where possible, the place offered will be on the site closest to the family home.

Intervention from other teams

When a child takes up a place in Acorn/Livingstone, they are not entitled to intervention from BEAM or the Pre-school Teaching Team.

Allocation of setting

The Panel reserves the right to allocate a place for a child in the most appropriate setting taking into account location and spaces available. Parent/Carer's wishes will be considered but it may not always be possible to match parental wishes to place offered.

Parents and carers may be required to use an online platform to attend workshops, annual reviews and multi-disciplinary meetings.

Monitoring and Evaluation

The day-to-day monitoring of this policy is the responsibility of the Headteacher and the Deputy Headteacher.

The Headteacher or Deputy Headteacher will report the numbers of admissions and leavers termly to the Welfare Committee.