

THE NURSERY AT ST MARGARET'S

APPLICATION PROCESS



STEP 1

CONTACT

Contact our admissions officer to make an enquiry about nursery and school provision at St Margaret's.

Following this discussion, the admissions officer will revert to you about the availability of a place in the nursery.

STEP 2

INITIAL VISIT AND TOUR

We invite parents interested in a nursery place to arrange with our admissions officer an initial tour of the nursery and wider school.

STEP 3

REGISTRATION

Parents submit the following:

- Completed **registration form**
- Passport-sized **photograph** of child
- Copy of child's **passport or birth certificate**
- **£50 registration fee** (non-refundable)

STEP 4

INDEPENDENT VISIT

Our admissions officer will arrange a convenient time for your child to have a short independent visit to the nursery.

The nursery manager will provide feedback to parents after this session.

STEP 5

OFFER

Our admissions officer will be in touch after the visit and, if we are able to offer a place, a start date and time will be agreed before the formal written offer is issued.

Parents will receive paperwork to complete about their child including funding forms.

- ✿ We can accept children throughout the year at any time after their third birthday if a place is available.
- ✿ Aberdeen City Council Funding is available for a placement of 1140 hours term time only and is applicable from the term after a child's third birthday.
- ✿ Demand for places is high and at any given time a number of places is allocated to ante preschool children and a number to preschool children.
- ✿ In order to support a smooth transition into Primary 1, when allocating places, priority will be given to those children whose parents intend for them to continue into the St Margaret's junior school and to siblings of children already in school.
- ✿ When necessary, waiting lists will operate for both ante preschool and preschool.