



"We are called to be the hands and face of Jesus as we learn, love and grow together"

Headteacher: Mrs A Whitty BA (Hons) PGCE

St. Vincent de Paul Catholic Primary School

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September 2025

Nursery Application for start in September 2026

(Children born between 01/09/2022 & 31/08/2023)

Dear Parent/Carer

Please find enclosed our Nursery Application Form (Supplementary Information Form - SIF) along with our current Nursery Admission Policy and Parish Boundaries map. Please return the completed Nursery Application Form (SIF) to us at the above address.

The Governors intend to offer 26 morning and 26 afternoon places. Pupils may apply for a 15 hours or 30 hours place. All nursery aged children are entitled to 15 hours free nursery provision. St Vincent de Paul Catholic Primary School offers this on a Monday to Friday basis, term time only 8.45am-11.45am or 12.30pm-3.30pm.

Parents may be eligible for an additional 15 hours of free nursery provision but will need to apply for an eligibility code. Please see the following website to check conditions of eligibility www.hertfordshire.gov.uk/parents.

If eligible for 30 hours, St Vincent School Catholic Primary School offers 30 hours on a Monday to Friday basis only from 8.45am-3.30pm. The school will provide childcare for the 45 minutes lunchtime period for those children taking up a 30 hour place. If the school provides lunch, it will be charged (currently £3.00 per day).

Offers will be made in accordance with our admissions criteria regardless of hours required.

If you do not submit the relevant documents requested below, it will affect the ranking we give to your application. Please return the reply slip to show which documents you have submitted.

The school welcomes applications from anyone who is willing to support our ethos and promote an inclusive environment. Although we prioritise Catholic families, in the past four years we have managed to admit non-Catholic children in our nursery class.

Year of intake	Applicants offered a place before continued interest	Non-Catholic Children	Catholic Children
Sept 2021	34	4	30
Sept 2022	33	2	31
Sept 2023	30	4	26
Sept 2024	32	4	28
Sept 2025	31	5	26



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Timeline for nursery applications:

- Applications open: Monday 1st September 2025
- Applications close: Friday 21st November 2025
- Offer date: Friday 5th December 2025
- Accept your place by: Tuesday 6th January 2026
- Continued interest list opens: Wednesday 7th January 2026

Please tick the relevant boxes to confirm the following:

	YES	NO
I/We have read and understand the Nursery Admission Policy		
Enclosed your completed Nursery Application Form (S.I.F.)		
Enclosed your completed and signed 'Certificate of Catholic Practice' form (available from your priest or the diocese at www.rcdow.org.uk/education)		
Enclosed a copy of your child's baptism certificate		
Enclosed a copy of your child's birth certificate		
Enclosed a copy of a utility bill to confirm child's address		

Signed: Parent/Carer.....

Date:



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