



Brasenose College Amended- Allocation of Nursery Places Policy

First approved by Governing Body October 2011. Revised 18th May 2015

Brasenose College Nursery Preferential Places Policy

Background:

The University provides four nurseries in Oxford and places at other nurseries. Demand is exceptionally high, and places are provided for students and employees of the University. In order to fund the nurseries the University offers Colleges and departments a sponsorship scheme, whereby for a fee the University allows the College to nominate people to the priority list. The scheme is available for 2 years from September 2015. The beneficiary parent still has to pay the fees, if they are lucky enough to win a place, although a place is not guaranteed. All students with children are automatically placed on the priority list. In practice without a sponsored place, it is difficult to win a place at a University Nursery.

Eligibility for a preferential nursery place:

1. Brasenose recognises the difficulty of finding childcare in Oxford. In order to support its' Fellows and employees it has sponsored **four** University places, allowing it to nominate **four** people (staff and students) to the priority list (although a place on the priority list is not itself a guarantee of a nursery place).
2. Two "Brasenose" places will usually be reserved for **Fellows** who are employees, on the grounds that attracting and retaining excellent academics is hard, given the difficulties of moving to Oxford, with high demand for both houses and child care. If no Fellows require them, these places will be offered to other academic and non-academic employees.
3. The other places will be offered to **all employees**.
4. Student parents will be eligible for sponsored places which have not been allocated to staff

Allocation of Places:

5. Each place will be awarded by the Personnel Committee within the eligible categories, considering the following:
 - a. The benefit in time or cost savings that will result for the employee by being granted the place; and
 - b. The benefit to the College, particularly in terms of recruitment or retention of key staff;
 - c. The best utilisation of the nursery placement particularly taking into account that it is a benefit primarily for those who will be employed throughout the full period of the placement.
 - d. As each sponsored place can only be used once, unless the beneficiary leaves the nursery, the committee may keep some places in reserve for anticipated future demand
6. When a place becomes free, it will be advertised around the appropriate employee groups, and applications invited in writing, with specific reference to the criteria above.
7. A panel consisting of Senior Tutor, Domestic Bursar and HR Manager will review the applications and make recommendations to the Personnel Committee for a final decision.

NB There is no right of appeal against the Personnel Committee's decision.

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