

Admissions

Policy

It is our intention to make our setting accessible to children and families from all sections of the local community. We aim to ensure that all sections of our community have access to the setting through open, fair and clearly communicated procedures.

Procedure

- In the event Pre-School needs to introduce a waiting list, we will prioritise those children already attending the session and those with siblings currently at the setting. Thereafter, we will adopt a first come first served priority for admissions.
- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- We describe our setting and its practices in terms that make it clear that it welcomes both fathers and mothers, other relations and other carers, including childminders.
- We describe our setting and its practices in terms of how it treats each child and their family, having regard to their needs arising from their gender, special educational needs, disabilities, social background, religion, and ethnicity or from English being a newly acquired additional language.
- We describe our setting and its practices in terms of how it enables children and/or parents with disabilities to take part in the life of the setting.
- We have an up-to-date Valuing Diversity and Promoting Equality Policy.
- We are flexible about attendance patterns where possible, to accommodate the needs of individual children and families, providing these do not disrupt the pattern of continuity in the setting that provides stability for all the children.

Policy implemented: June 2013

Policy updated: November 2017

Signed: