



Admissions Policy

Policy Statement

It is our intention to make our pre-school 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 pre-school through, open, fair and clearly communicated procedures.

Procedures

- We ensure that the existence of our pre-school is widely advertised in places accessible to all sections of the community.
- We ensure that information about our pre-school is accessible, in written and spoken formats and, where appropriate, in more than one language. Where necessary, we will try to provide information in Braille, or through British Sign Language.
- We arrange our waiting list on a first-come-first-served basis. In addition, we may take into account siblings already attending the pre-school.
- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- We describe our pre-school 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 how our practices treat 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 how our practices enable children and/or parents with disabilities to take part in the life of the pre-school.
- We make our Equal Opportunities policy widely known.
- We consult with families about the opening times of the pre-school to ensure we accommodate a broad range of family needs.

- We are flexible about attendance patterns to accommodate the needs of individual children and families, providing these do not disrupt the pattern of continuity in the pre-school that provides stability for all the children.

This policy was adopted at a meeting of Goudhurst Village Pre-school

Held on.....

Date to be reviewed.....

Signed on behalf of the provider.....

Name of signatory.....

Role of signatory.....