

# **Wormley Pre-school Admissions Policy**

## **1.1 Statement of Intent**

It is our intention that Wormley Pre-school is accessible to children and families from all sections of the local community. In order to achieve this we have established this admissions policy.

## **1.2 Aim**

We aim to ensure that all sections of our community have access to the pre-school through open, fair and clearly communicated procedures.

## **1.3 Admissions Procedures**

We ensure that the existence of the pre-school is widely known within the school and the Church community.

We ensure that information about our pre-school is accessible - in written and spoken form and the pre-school web page is updated regularly and accessible to parents.

We promote the pre-school's policy and practices that both, fathers and mothers, other relations and other carers including child minders from all cultural, ethnic, religious or social groups with and without disabilities are welcome.

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 setting that provides stability for all the children.

The pre-school is registered to provide a maximum of 20 spaces per session.

We arrange our waiting list in birth order. In the event of a 'tie-break' the following criteria will be applied:

1. Children Looked After
2. Children who have a statement of Special Educational Needs, which names Wormley Pre-school.
3. Children who demonstrate a particular medical or social reason why they must go to Wormley Pre-school.
4. Those with siblings on roll at Wormley School at the time of the admission.
5. Those with siblings on roll at Wormley pre-school at the time of admission.
6. Children who live nearest the pre-school.

We accept children from the age of 2 years (from their 2<sup>nd</sup> birthday). Spaces available for 2 year olds are strictly limited to a maximum of 4 at any one time.

Priority for spaces will always be given to the older children attending the setting.

We aim to accommodate each child from the date specified on their application form in accordance with spaces available at the time. Parents/carers will be informed of availability during the term before their child is due to start, at which time visits to the pre-school, will also be arranged for you and your child.

We operate an equal opportunities policy, having regard for the treatment of each individual's needs arising from their gender, special educational needs, disabilities, social background, religion, and ethnicity or from English being a newly acquired additional language.

We consult with families about the provision made by the setting, to ensure we accommodate a broad range of family need.

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