

# **ADMISSIONS POLICY**

## **Statement of intent**

It is our intention to make the Preschool accessible to children between 2 and 5 years and their families from all sections of the local community.

## **Aim**

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

## **Methods**

In order to achieve this aim, we operate the following admissions policy:

- We ensure that the existence of the Preschool is widely advertised through both written and spoken form, in places accessible to all sections of the community, including our website, local notice boards, social media and Hampshire County Council's Services for Young Children's website.
- We describe the Preschool and our practices in terms that make it clear, welcoming all family members/carers, including childminders.
- We describe the Preschool and our practices in terms of how unique each child and his/her family are, having regard to their needs arising from their gender, special educational needs, abilities, disabilities, social background, religion, and ethnicity or from English being a newly acquired additional language, ensuring they take part in the daily life of the Preschool.
- We arrange our waiting list according to age and/or need.
- After discussion with the parents/carers during settling in, we will accept children from between one session a week to every day (although we would usually recommend at least two sessions a week to allow the child to settle more quickly).
- We endeavour to be as flexible as possible about attendance patterns and hours of sessions, to accommodate all children and suit the needs of individual children and their families.
- We welcome everyone from all cultural, ethnic, religious and social groups, regardless of any disabilities.
- We strive to gain awareness of ethnic backgrounds of children to ensure no accidental discrimination is taking place.
- We are able to offer a place to children aged 2 years and over.
- If eligible, we accept children who meet the criteria to receive 15 hour and the 30 hour funding, which may also come with Pupil Premium.
- We regularly consult with parents/carers to ensure we continue to meet the needs of the local community.
- We reserve the right to consider applications for Priority Admission over our normal admissions. Priority Admissions follow a recommendation from an appropriate professional (for example a GP, Health Visitor, Social Worker or Speech Therapist) that entry to the Preschool would be of real benefit to the child concerned.