



ADMISSIONS POLICY

Statement of Intent

It is our intention to make our pre-school genuinely accessible to children and families from all sections of the local community.

Aim

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

Methods

In order to accomplish this, we will

- Ensure that the existence of the pre-school is widely known in all local communities. We will place notices advertising the pre-school where all sections of the community can see them, in more than one language if appropriate.
- We maintain a regularly updated Web Site, www.threemilestone-preschool.co.uk, informing parents of all aspects of the setting, including our policies.
- Arrange our waiting list in order of date of birth.
- Keep a place vacant, if this is financially viable, in order to accommodate emergency admissions such as a Child in Care.
- We describe our setting and its practices in terms that make it clear that it welcomes both fathers and mothers, other relative and carers, including childminders, and people from all cultural, ethnic, religious and social groups, with and without disabilities.
- 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, ethnicity or from English being a newly acquired additional language.
- We monitor gender and ethnic background of children joining group to ensure that no accidental discrimination is taking place.
- We make sure our equal opportunities policy is widely known.

- If there are any unpaid fees outstanding, any other children from the family will not be accepted until the arrears have been cleared in full. Absences due to sickness and holiday must be paid for.

This policy was adopted at a meeting of Threemilestone Pre-school

Held on 2nd May 2018

Signed for and behalf of the pre-school

CHAIRMAN (Mr Scott Kellow)