

Corngreaves Roots and Shoots Pre-School

Admissions Policy

Rationale

In the pre-school we believe that every child should have the best possible learning opportunities and we therefore promote inclusive practice and welcome everyone to apply for a place at our pre-school.

Implementation of the policy in the Pre-school.

It is the responsibility of the person in charge to:

- Produce an admissions policy for the pre-school children and make it available to all parents. This provides information on how children and families can apply for a place at our pre-school and the process we go through if and when our pre-school becomes over subscribed.
- Ensure that all staff, including students and volunteers, are aware of the details of the policy.

Statement of intent

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

Methods

In order to achieve this aim, we operate the follow admissions policy.

- We ensure that the existence of the 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 form – and, where appropriate, in different languages. Where necessary, we will try to provide information in brail or through signing or through an interpreter.
- In arranging our Admissions list the following criteria are taken into consideration in the presented order:
 - Children with older siblings already attending Corngreaves Academy .
 - Date of Birth (Children are eligible to start the term after their 3rd birthday).

1st September- 31st December- eligible to start spring term

1st January – 30th April – eligible to Start Summer term.

1st May- 31st August- eligible to start autumn term.

(Please note that as we are over subscribed applications have a deadline for when they are to be submitted. Applications must be submitted before the Half term holiday to the previous term they are eligible to start. For example; if a child is eligible to start in the spring term, their application is required before October half term.)

- Vicinity of the home to the Pre-school.
- We keep a place vacant, if this is financially viable, to accommodate an emergency submission.
- We describe our pre-school and its practices in terms which make it clear that it welcomes fathers, and mothers, other relations and other carers, including child minders.

- We describe our pre- school and its practices in terms of how it treats individuals, regardless of their gender, special educational needs, disabilities, back ground, religion, ethnicity or competence in spoken English.
- We describe our pre- school and its practices in terms of how it enables children with disabilities to take part in the life of the pre-school.
- We monitor the gender and ethnic back ground of children joining the group to ensure that no accidental discrimination is taking place.
- We make our equal opportunities policy widely known.
- We consult with families about the opening times of the pre-school to avoid excluding anyone.
- We are flexible about attendance patterns to accommodate the needs of individual children and their families.