



## **Little Acorns Pre-School**

'From little acorns mighty oaks grow'

### **Admissions Policy Statement**

Our setting is accessible to children and families from all sections of the local community. We aim to ensure that all sections of our community have equal access to the setting through open, fair and clearly communicated procedures.

### **Procedures**

- We ensure that the existence of our setting is widely advertised in places accessible to all sections of the community.
- We ensure that information about our setting is accessible, using simple plain English, in written and spoken form and where appropriate provided in different community languages and in other formats on request.
- We arrange our waiting list in a request and then birth date order. We will keep parents whose child is on this list regularly updated in order to ensure we can meet all admissions requirements

### **Admissions to our Pre-School take into account:**

- Whether any siblings already attend the School setting.
- The distance of the home to the setting.
- The age of the child, with additional consideration given to children who are eligible for the free entitlement – including eligible two year old children.
- The capacity of the setting to meet the individual needs of the child.
- The length of time on the waiting list.

### **In addition to this:**

- We offer funded places in accordance with the Code of Practice for East Sussex Early Years Foundation Stage (EYFS) and any local conditions in place at the time.
- We may keep a place vacant, if this is financially viable, to accommodate an emergency admission.

- Our setting and its practices are welcoming and make it clear that fathers, mothers, other relations and carers are all welcome.
- Our setting and its practices operate in a way that encourages positive regard for and understanding of difference be it gender, family structure, class, background, religion, ethnicity or competence in spoken English.
- We support children and / or parents with disabilities to take full part in all activities within our setting.
- We monitor the needs and background of children joining our setting on the Registration Form / Expression of Interest Form, to ensure that no accidental or unintentional discrimination takes place. We share and widely promote our Valuing Diversity and Promoting Equality Policy.

**In addition to this:**

- We provide families with a range of options relating to the opening times of our setting to ensure that we can accommodate a broad range of families' needs. This will be regularly reviewed.
- We aim to be flexible about attendance patterns to accommodate the needs of individual children and families, providing these do not disrupt continuity and stability in the setting.
- We allocate each child a Key Person so that they can be of continual support to them throughout their time with us.
- We make it clear that failing to comply with our terms and conditions and high expectations may ultimately result in the provision of a place being withdrawn.

Policy: Admissions

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Completed by: Jonathan Elms (Headteacher)

Reviewed by: EYFS Governors Working Party.