

Uplyme Preschool

ADMISSIONS POLICY

Uplyme Pre-school will comply with its obligations under the Race Relations Act 1976, the Race Relations Act 1976 (Amendment) Regulations 2003, the Sex Discrimination Act 1986, the Rehabilitation of Offenders Act 1974 and the Disability Discrimination Act 1995 (as amended by the Special Educational Needs and Disability Act 2001,) The Employment Act 2002 and The Children Act 1989.

Aims

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

- We ensure that the existence of the pre-school is widely known in all communities. We will place notices advertising the pre-school in places where all sections of the community can see them, in more than one language if appropriate.
- We ensure that opening times and term dates are widely known by the publication of an annually reviewed prospectus, email, Facebook, website, and regular newsletters.

Admissions into Pre-school

- Applying to the Office manager, who will provide current information and maintain a Note of Interest List in order of date of birth to allow a child to start at pre-school as soon after their second birthday as possible (being on the waiting list will not guarantee a place).
- When possible, priority will be given in the below order to children who are:
 1. cared for or have a special need
 2. funded children living within the Parish of Uplyme, in age order
 3. funded children who have siblings at Pre-school already, in age order
 4. funded children in age order
 5. non-funded children living within the Parish of Uplyme, in age order
 6. non-funded children who have siblings at Pre-school already, in age order
 7. non-funded children in age order

In cases when there is a shortage of space, only two sessions will be offered to new starters in their first term if there is space. In cases of dispute, admissions will be at the discretion of the Committee.

Wherever possible, we will endeavour to give parents as much of their funded entitlement as we can, we will ensure that sharing with other settings is made as simple as possible. We will aim to offer a choice of sessions where possible and ensure that every effort is made to accommodate preferences. Children, who are recognised as having Special Educational Needs, will have provisions made as necessary in this area.

Inclusion

- Describing the pre-school and its practises in terms which make it clear that it welcomes both fathers and mothers, other relations, and carers, including childminders and people from all cultural, ethnic, religious and social groups, with or without disabilities, and by ensuring the Equal Opportunities Policy is widely known.
- We monitor the gender and ethnic background of children joining the group to ensure that no accidental discrimination is taking place.
- We consult with families about the opening times and number of sessions of the pre-school and being flexible about attendance patterns.
- We endeavouring to accommodate emergency admissions; (Cared for children, Travellers,)

Parental Involvement

- We invite all parents and carers to join us at the Pre-school whenever they wish to stay and be involved, they can join us on walks and outings or come along and share knowledge and skills. Parents are never made to feel that they must stay for the Pre-school to remain open.

If you require any further information regarding Pre-school or admission into Pre-school, please contact the office manager on 07960 088410

This policy was adopted at a meeting of	<u>Uplyme Preschool</u>	(name of provider)
Held on	<u>16th March 22</u>	(date)
Date to be reviewed	<u>March 23</u>	(date)
Signed on behalf of the management committee	<u>Kayleigh Beddows</u>	
Name of signatory	<u>Kayleigh Beddows</u>	
Role of signatory (e.g. chair/owner)	<u>Chair</u>	