

# **Streatley Hill Pre-School**

## **Admissions 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, regardless of religion, race, means or ability.

### **Methods**

In order to achieve this aim, we operate the following 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. Where someone has difficulty with the information in written form, they can have the information explained to them verbally.
- We arrange our waiting list in birth order. In addition our policy may take into account the following:
  - the vicinity of the home to the pre-school; and
  - siblings already attending the pre-school.
- Sessions offered  
2 – 5 year olds  
Children can attend 1 or more sessions per week with no maximum number.  
Children's places will be guaranteed from term to term (one half term's notice required)  
Children can only stay for the lunchtime session if they have attended in the morning.
- We describe our practices in terms of how it treats individuals, regardless of their gender, special educational needs, disabilities, background, religion, ethnicity or competence in spoken English and in terms which make it clear that it welcomes fathers and mothers, other relations and other carers, including childminders.
- We describe our 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 background of children joining the group to ensure that no accidental discrimination is taking place.
- We make our equal opportunities policy widely known.
- We give full information to families about the term dates/opening times of the pre-school to avoid excluding anyone.
- We are flexible about attendance patterns to accommodate the needs of individual children and families.

This policy was adopted at a meeting of Streatley Hill Pre-school

Held on (date): 28<sup>th</sup> March 2011

Signed on behalf of the pre-school