

Admissions Policy

For Forest Bears Pre-School

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 following admissions policy.

- We ensure that the existence of the pre-school is widely advertised in places accessible to 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 Braille, or through signing or an interpreter.
- We arrange our waiting list in birth order. In addition to our policy we take into account the following:-
 1. The vicinity of the home to the setting
 2. Siblings already attending the setting
- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- 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 childminders.
- We describe our pre-school and its practices in terms of how it treats each child and their family, having regard to their needs arising from their gender, special education needs, disabilities, social background, religion, ethnicity or from English being newly acquired additional language.
- 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 background 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 families.

This policy was adopted at a meeting of Forest Bears Pre-School held on 23rd October 2003.

Signed on behalf of the pre-school.