Magdalene Preschool

## Admissions Policy

### Policy Statement

It is our intention to make our setting accessible to children and families from all sections of the local community. We aim to ensure that all sections of our community have 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.
- Information about our setting is accessible, in other languages if needed.
- 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 setting; and
    - siblings already attending the setting.
    - Funded & non funded places (2 year funded places, universal & extended funding)

- We describe our setting and its practices in terms that make it clear that it welcomes both fathers and mothers, other relations and other carers, including childminders.
- We describe our setting and its practices in terms of how it treats each child and their family, having regard to their needs arising from their gender, special educational needs, disabilities, social background, religion, ethnicity or from English being a newly acquired additional language.

- We describe our setting and its practices in terms of how it enables children and/or parents with disabilities & special educational needs to take part in the life of the setting.
- We monitor the gender and ethnic background of children joining the group to ensure that our intake is representative of all backgrounds.
- We make our Equal Opportunities Policy widely known.
- We consult with families about the opening times of the setting to ensure we accommodate a broad range of family need's.
- We are flexible about attendance patterns to accommodate the needs of individual children and families, providing these do not disrupt the pattern of continuity in the setting that provides stability for all the children.

Signed…………………………………………………………Date…………………………..

On behalf of the management committee