

# Naunton Park Pre-School Playgroup

## Admissions Policy



### Statement of Intent

Naunton Park Pre-School Playgroup (NPPP) is accessible to and inclusive of children and families from all sections of the local community through open and fair admissions criteria and procedures.

### Key Facts

- NPPP provides care for children aged 2 years 9 months to almost 5.
- The 'preschool year' is the year before school; the child will turn 4 during this academic year.
- The 'pre-preschool year' is the year before this; the child will turn 3 during this academic year.
- NPPP accepts payment via the 15 hours universal funding that each child receives during the term following their third birthday, but does not offer the extended entitlement of 30 hours per week (commencing September 2017).

### Procedures

- 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 - 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 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 which make clear it treats individuals, regardless of their gender, special educational needs, disabilities, background, religion, ethnicity or competence in spoken English.
- We describe our Pre-School and its practices in terms which make clear 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 arrange our waiting list on a date of registration basis, which also takes into account dates of birth in the pre-preschool year as we do not accept children under 2 years 9 months.
- Our policy may take into account the following:
  - Referrals from outside agencies
  - Siblings previously or currently attending NPPP
  - Particular circumstances affecting the family
  - The vicinity of the home to NPPP
  - Siblings attending Naunton Park Primary School at the time of admission to the pre school
- A child's start date can be deferred and a holding fee of £70.00 per term will be charged.
- 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 in order to maintain stability for all the children. It is our policy that children attend a minimum of 2 sessions per week in the Pre-School year.
- If individual sessions are oversubscribed in the Pre-school year once parent/carer preferences have been expressed by the advised deadline, we will draw names from a hat for the available places.

This policy was adopted at a meeting of Naunton Park Pre-School Playgroup Committee

Held on .....

Signed on behalf of the playgroup.....

Office.....

To be reviewed	Reviewed by	Office	Signature	Date