**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.

**Method**

In order to achieve this aim, we operate the following admissions policy.

* We ensure that the existence of our pre-school is widely advertised in places accessible to all sections of the community.
* Applications will be assessed and prioritised as follows:

1. Age of the child by year group ie those children starting school in the next school intake will get priority over the place/number of sessions
2. Children with additional needs/vulnerable children

We will also take into account the following when allocating places:

* The vicinity of the child’s home to the Pre-school
* Older siblings who attend/have attended Winford Village Pre-School
* Older siblings already attending Winford CE Primary School
* A waiting list system will operate if we have not been able to meet an applicant’s requirements.
* We suggest children attend our pre-school for a minimum of two sessions per week. Less than this does not give enough continuity for a child to settle adequately within the Preschool. Only in exceptional circumstances will we admit a child for only one session per week. However, children on the waiting list may be offered a place, if financially viable, in preference to increasing the sessions of existing children should a place become available. This is at the discretion of the Committee.
* We describe our setting and its practices in terms:
* that make it clear that it welcomes both fathers and mothers, other relations and carers, including childminders.
* of how it treats each child and their family, having regard to their needs arising from their gender, educational special needs, disabilities, social background, religion, ethnicity or from English being a newly acquired language.
* of how it enables children and/or parents with disabilities to take part in the life of the setting.
* We make our equal opportunities policy widely known.
* We are flexible about attendance patterns to accommodate the needs of individual children and families dependent upon availability.

**This policy was reviewed in November 2020**

**Signed:**

**Date:**

**Review date: November 2021**