

ADMISSIONS POLICY

Our group is accessible to children from all sections of the local community. In order to accomplish this the group will:-

- ensure the existence of the group is widely known in all local communities. Notices advertising the group will be displayed in places where all sections of the community can see them, in more than one language when appropriate.
- describe the group and its practices in terms which make it clear to both fathers and mothers, other relations and other carers, including child minders, people from all cultural, ethnic, religious and social groups, with and without disabilities, are welcome.
- arrange the order of admissions taking into consideration, date of birth, if siblings are already attending nursery, where the family live and special needs of the child and their family. Admissions cannot be booked more than a term in advance due to financial reasons.
- keep a place vacant, if financially viable, to accommodate emergency admissions
- arrange informal visits to the group for parents/carers and children, prior to the offer of a place, and give parents/carers the opportunity to discuss the admission of their children with the supervisor or appointed member
- monitor the gender and ethnic background of children joining the group to ensure no accidental discrimination is taking place
- make the Equal Opportunity Policy widely known
- consult with families about the opening times of the group to avoid excluding anyone
- be flexible about attendance patterns to accommodate the needs of individual children and families
- encourage parental involvement in the management and day to day running of the group
- nursery will accept children in nappies, but parents may be asked to come and change soiled nappies or clothes.