

10.2 Admissions

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.
- In the case of all new admissions we strongly recommend children and parents visit the setting prior to registering.
- We ensure that information about our setting is accessible and provided in written and spoken form.
- We will endeavour to provide translated written materials where language needs of families suggest this is required, as well as access to an interpreter. Where necessary, we will try to provide information in Braille, or through British Sign Language.
- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- We offer funded places in accordance with the Code of Practice for Early Years Entitlement.
- Our setting welcomes both fathers and mothers, other relations and other carers, including childminders.
- Our practices have regard to each child's and family's needs arising from their gender, special educational needs, disabilities, social background, religion and ethnicity or from English being a newly acquired additional language.
- Our practices enable children and/or parents with disabilities to take part in the life of the setting.
- Our Valuing Diversity and Promoting Equality Policy is available if and when required.
- 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.

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