

# 1. Admissions

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V1.0	Jan 2010	First adopted	Cttee	Dropbox.com Website	
V2.0	Jul 2016	Reviewed	C Timbrell	Dropbox.com Website	July 2017
V3.0	Nov 2017	Reviewed, updated & version controlled	K Coupe	Dropbox.com Website	2019/20
V4.0	2 Nov 2020	Reviewed, updated & hyperlink added	L Telka	Dropbox.com Website	Nov 2021

## Statement of Intent

It is our intention to make North Nibley Pre-school accessible to children and families from all sections of the local community.

## Key Facts:

- We provide care for children age two years old to almost five years old term time only.
- We offer three sessions, (9-12pm, 9-1pm and 1-3.30pm). Sessions can also be all day (9-3.30pm)
- We are eligible to accept Nursery Education Grant (NEG) for 2 years olds where applicable. Families can find out if their child is eligible for funding on the Gloucestershire County Council [website](#).
- Where a child is not eligible for the NEG, then fees apply (see Policy 26)
- Nursery Education Grant is provided from the Government via the County Council. Every child is eligible for up to 15 hours funded per week for 38 weeks a year from the term after their child turns 3.
- For those eligible, we are also able to offer the 30 free childcare hours.
- By government policy, you can share your NEG hours between two settings (which can mean North Nibley Preschool and another preschool, day nursery, maintained nursery school or class, or registered childminder).
- Policy 26- Payment of children's invoices provides more information regarding, deposits, invoicing and notice period.

## Aim

We aim to ensure that all sections of our community have access to the Pre-school through open, fair and clearly communicated procedures.

## Methods

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

- We ensure that the existence of North Nibley 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 Braille, or through signing or an interpreter.
- We arrange our waiting list in birth order. In addition, our policy may take into account the following:
  - the vicinity of the home to North Nibley Pre-school; and
  - siblings already attending the Pre-school.

- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- We describe our Pre-school and its practices in terms which make it clear that it welcomes both fathers and mothers, other relations and other carers, including childminders.
- We describe our Pre-school and its practices in terms of how it treats individuals, regardless of their gender, special educational needs, disabilities, background, religion, ethnicity or competence in spoken English.
- We describe our setting and its practices in terms of how it enables children and/or parents with disabilities to take part in the life of the Pre-school.
- We make our equality and diversity policy widely known.
- We consult with families about the opening times of North Nibley Pre-school to avoid excluding anyone.
- We are flexible about attendance patterns to accommodate the needs of individual children and families.