



## Admissions Policy

### Statement of intent

It is our intention to make Colne Engaine Pre-School accessible to children and families from all sections of the local community.

### Aim

Colne Engaine Pre-School aims to ensure that all sections of our community have access to the setting through open, fair and clearly communicated procedure.

### **EYFS key themes and commitments**

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.2 Inclusive practice	2.1 Respecting each other	3.3 The learning environment 3.4 The wider environment	

### Methods

Colne Engaine Pre-School operates the following admissions policy

- We ensure the existence of our Pre-School is widely advertised in places accessible to all sections of the community.
- We ensure that information is accessible, in written and spoken form and, where appropriate, in more than one language. Where necessary, we will try to provide information in Braille, or through signing or through 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 the setting; and
  - Siblings already attending the setting.
- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- We describe our Pre-School in terms that make it clear that it welcomes both fathers and mothers, other relations and carers, including child minders.
- We describe our Pre-School and its practices in terms of how it treats each child and their family, having regard to their needs arising from their gender, special educational needs, disabilities, social background, religion, ethnicity or from English being a newly acquired additional language.
- We describe Colne Engaine Pre-school and its practices in terms of how it enables children and/or parents with disabilities to take part in the life of the setting.
- We monitor the gender and ethnic background of children joining the Pre-School to ensure that our intake is representative of social diversity.
- We make our Equality Policy widely known.

- We consult our families about the opening times of the Pre-School to ensure we accommodate a broad range of family need.
- We are flexible about attendance patterns to accommodate the needs of individual children and families.