



## ADMISSIONS POLICY

Woodcroft Pre-school and wrap around care is run for the community. We welcome all Babies and children irrespective of gender, ethnic origin, language, culture, disability or learning difficulty. Babies and Children can be placed on a waiting list at any time. The nursery and pre-school admits babies and children from the age of three months of age.

We admit children in date of registration order according to the availability of spaces. Preference will be given to children with siblings at Woodcroft Pre School & Wrap Around Care.

In order to be accessible to children and families from all sections of the community we will:

- Ensure that the existence of the pre-school is widely known in the local community. We will place advertisements in places where all sections of the community can see them.
- Arrange our waiting list in order of registration date.
- Describe the 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 and people from all cultural, ethnic, religious and social group, with and without disabilities.
- Monitor the gender and ethnic background of children joining the group to ensure that no accidental discrimination is taking place.
- Make our equal opportunities policy widely known.
- Continue to consult local parents to ensure that the group goes on meeting the changing needs of the local community.

We recommend that in order for children to benefit from attending the pre-school, they attend for a minimum of two hours per week. We request that children attend regularly and arrive punctually to maintain continuity for all concerned.

Policy adopted September 2019.

Director:

Company secretary:

Woodcroft Pre-school and wrap around care.