

SECTION 4

General Welfare Requirement: Organisation

Providers must plan and organise their systems to ensure that every child receives an enjoyable and challenging learning and development experience that is tailored to meet their individual needs.

Organisation

Admissions

Policy Statement

At Sturminster Marshall Pre-School:

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.

EYFS key themes and commitments



Procedures

- We ensure that the existence of our setting is widely advertised in places accessible to all sections of the community.
- We ensure that information about our setting will be made 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 British Sign Language. We will provide translated written materials where language needs of families suggest this is required as well as access to an interpreter.
- We arrange our waiting list in birth order. In addition our policy may take into account the following:

Updated : _____ 20 _____

Comments:

- the vicinity of the home to the setting; and
- siblings already attending the setting; and
- any needs of child and/or parent additional
- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- When a child reaches the top of the waiting list and parents decide to defer the child starting, they will be made aware that it may not be possible to keep a place for them.
- We describe our setting and its practices in terms that make it clear that it welcomes both fathers and mothers, other relations and other carers, including childminders.
- We describe our setting 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 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 setting.
- We monitor the gender and ethnic background of children joining the group to ensure that our intake is representative of social diversity.
- We make our Equal Opportunities Policy widely available.
- We consult with families about the opening times of the setting 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, providing these do not disrupt the pattern of continuity in the setting that provides stability for all the children.

This policy was adopted at a meeting of

Sturminster Marshall Pre-School

Held on

(date)

Date to be reviewed

(date)

Signed on behalf of the management committee

Name of signatory

Role of signatory (e.g. chair/owner)

Other useful Pre-school Learning Alliance publications:

- Seasonal Hello Posters