

PEMBURY SCHOOL HOUSE NURSERY

Admissions Policy

Statement of Intent

It is our intention to make our nursery accessible to children and families across all sections of the local community.

Aim

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



Methods

To meet this Aim;

- we ensure that the existence of the nursery is widely advertised, in places accessible to all sections of the community.
- we ensure that information about our nursery is accessible - in written and spoken form - and, where appropriate, in different languages. Where necessary, we will try to provide information in Braille, or through signing or an interpreter.
- in the event of the nursery being over-subscribed, the following system for accepting children is operated:
 - length of time on the waiting list.
 - grant bearing children.
 - children with special needs.
 - siblings already attending the nursery.
 - the vicinity of the home to the nursery.
- children already attending sessions will be given priority when allocating places.
- we describe our nursery 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 nursery and its practices in terms of how it enables children with disabilities to take part in the life of the nursery.
- we monitor the gender and ethnic background of children joining the group, to ensure that no accidental discrimination is taking place.

- **we make our Inclusion Policy widely known.**

Please be aware that it is the parent(s) / carer(s) responsibility to update the nursery of any changes to the contact telephone numbers that are given when you put your child on the nursery waiting list. If the nursery is able to offer your child a place they will contact you via the telephone numbers given. Due to the length of the waiting list this is the only form of initial contact. If you require a different form of contact you must make the nursery aware of your needs when your child is put on the waiting list.

This policy was updated and adopted by the Trustees of Pembury School House Nursery.