



Admissions Policy

It is the intention of St Marks Pre-school to make the setting accessible to children and families from all sections of the local community. The pre-school aims to ensure that all sections of our community have access to the setting through open, fair and clearly communicated procedures.

- The pre-school ensures that the existence of our setting is widely advertised in places accessible to all sections of the community.
- The pre-school ensures that information about the setting is accessible, using simple plain English, in written and spoken form and, where appropriate, provided in different community languages and in other formats on request.
- The pre-school arranges the waiting list in birth order. In addition, the pre-school's policy may take into account:
 - the age of the child, with priority given to children who are eligible for the free entitlement – including eligible two-year-old children;
 - the length of time on the waiting list;
 - whether any siblings already attend the setting; and
 - the capacity of the setting to meet the individual needs of the child.
- St Marks Pre-school offers funded places in accordance with the Early Years and Childcare Local Provider Agreement, which the pre-school holds with Wiltshire Council, and any local conditions in place at the time.
- The pre-school and its practices are welcoming and make it clear that fathers, mothers, other relations and carers are all welcome.
- The pre-school and its practices operate in a way that encourages positive regard for and understanding of difference and ability – whether gender, family structure, class, background, religion, ethnicity or competence in spoken English.
- St Marks Pre-school supports children and/or parents with disabilities to take full part in all activities within the setting.
- The pre-school monitors the needs and background of children joining the setting on the Registration Form, to ensure that no accidental or unintentional discrimination is taking place.
- The pre-school shares its Valuing Diversity and Promoting Equality Policy.
- St Marks Pre-school is 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 the pre-school held on (date)

Signed on behalf of the pre-school

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| Also see: | Fees | Health & Safety |
| | Parental Involvement | Safeguarding |
| | Valuing Diversity and Promoting Inclusion and Equality | |