



Towcester Scout Hall Preschool, Baden Powell Crescent  
Towcester, NN12 6DS

## **Admissions policy**

### **Statement of intent**

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

### **Aim**

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

In order to achieve this aim, we operate the following admissions policy:

- We ensure that the existence of the preschool is widely advertised in places accessible to all sections of the community
- We have a website which gives information about the setting and how to contact the setting
- We ensure that information about our preschool is accessible - in written and spoken form - and where appropriate, in different languages
- We arrange our waiting list in birth order
- We accept children from the age of 2 years old, parents will be contacted when places become available
- We try to accommodate parents request for certain days where possible according to availability this includes the number of sessions a child can attend, children who received Early Years funding will have first option of extra sessions where sessions are available
- Children can attend our setting until they start mainstream school and are entitled to up to 15 hours of funded sessions per week during their Preschool year where sessions are available
- Children will receive government funding the term after they are 3 years old
- There is funding available for 2 year olds and parents will be given the information of where to check whether they qualify for this during an introductory meeting
- We describe our preschool and its practices in terms which make it clear that it welcomes both fathers and mothers, other relations and carers, including childminders
- We describe our preschool 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. See also our Special Needs and Equal Opportunities Policies
- We describe our preschool and its practices in terms of how it enables children with disabilities to take part in the life of the preschool
- We monitor the gender and ethnic background of children joining the group to ensure that no accidental discrimination is taking place
- We make our equal opportunities policy widely known
- The elected committee who will take into account the cost of the rent and other outgoings when setting the rate of fees. Fees are paid at the beginning of each half term; we offer a flexible payment system for families of differing means. Fees are reviewed annually. We accept Tax Credit Vouchers and give parents information about this with registration forms
- We are flexible about attendance patterns to accommodate the needs of individual children and families

- Where extra support is required we will work with parent/carer and any outside agencies to ensure that a child who has special needs is given as much support as possible. See our Special Needs policy
- If a child attends another setting on days they are not attending our preschool we will communicate with the other setting concerning their progress and development