



## Admissions Policy

It is our intention to make our Pre-school genuinely accessible to children and families from all sections of the local community. In order to accomplish this, we will:

- Ensure that the existence of the Pre-school is widely known in the local community.
- Reflect the diversity of members of our society in our publicity and promotional materials.
- Provide information in clear, concise language, whether in spoken or written form.
- Base our admissions policy on a fair system in order of date of birth. Keep a place vacant, if this is financially viable, in order to accommodate emergency admissions.
- Ensure that all parent/carers are made aware of our equality and diversity policy and all other relevant policies.
- Not discriminate against a child or their family, or prevent entry to our setting, on the basis of colour, ethnicity, religion or social background, such as being a member of a travelling community or an asylum seeker.
- Not discriminate against a disabled child or refuse a child entry to our setting for reasons relating to disability.
- Make our Equality of Opportunities policy widely available.
- Be flexible about attendance patterns so as to accommodate the needs of individual children and facilities.
- **We take action against any discriminatory behaviour by staff or parent/carers. Displaying of openly discriminatory and possibly offensive materials, name calling, or threatening behaviour are unacceptable on or around the premises and will be dealt with in the strongest manner.**

Signed: \_\_\_\_\_

Policy Date: \_\_\_\_\_

Review Date: \_\_\_\_\_