



Admissions Policy

Aims

- To ensure that there is a fair procedure in place for offering places.
- To ensure families have clear information regarding the admissions process.

Policy

This setting is open to any child attending Horfield C of E Primary school and/or living in the surrounding area or whose parents/carers work or study in the surrounding area.

No child shall receive less favourable treatment on the grounds of race, colour, ethnic or national origin, religious belief, family status or disability.

Where places exist, they will be allocated on a first come first served basis. Where places do not exist, then a waiting list will be operated. This waiting list will be kept and administered by staff. The Management has decided priorities for the waiting list. These are:

- Children already attending the setting
- Siblings of children already attending
- Children of staff
- Children of working/ training parents
- Social Service referrals

For a child to attend the setting, they must be aged between 4 –11 years old.

Parents/carers must have completed and signed an up to date registration form. These must be completed on line when booking.

If additional support is required for a child to attend the setting, eg a support worker or if a child has medication needs, the scheme will work with the parents/ carers and other relevant professionals prior to admission and will aim to accommodate individual needs.