

ADMISSIONS

Policy

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

We at Grassroots Day Nursery ensure that all sections from our community have access to the setting through open, fair and clearly communicated procedures, not discriminating against the child's ethnic background, disability, language or dietary requirements.

To achieve this, we operate the following admissions policy:

- We ensure that the existence of our setting is widely advertised in places accessible to all sections of the community.
- We ensure our waiting list is fair and is on a 'first come first served' basis. In addition, we may take into account siblings already attending the setting.
- We describe our setting as having an 'open door policy' welcoming all families regardless of composition, as well as other relations and other carers, including childminders.
- We make our equal opportunities policy widely known and celebrate all festivals.
- We offer the Universal Funding which is provided by local government. All children qualify for the grant in the term after their 3rd birthday. The terms begin in January, April and September.

Your child is entitled to 15 hours per week for 38 weeks of the year, but because we open all year round, we spread the funding over 50 weeks of the year instead of the 38 term time weeks. (Please speak to the Manager for further explanation)

- In addition to this funding, we offer 30 hours 'Extended' funding to eligible families, please talk to the Nursery Manager for more information. This funding only covers the cost of Early Years Education and Care and is not intended to cover the cost of meals, other consumables or additional hours. Please see separate food costs charged in addition.
- We also offer 2-year funding and 9 month old funding (as of September 2024) in line with the Governments roll-out of funding for working families. This is also offered on a stretched basis over 50 weeks as opposed to the 38 weeks it is intended for.

Policy/Procedure name: Admissions Policy	
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Signed: (Proprietor/Manager)	
Signed: (Deputy Manager)	