



**LITTLE ANGELS
PRE-SCHOOL**

Part of the Little Angels Group

Little Angels Pre-School Admissions Policy

Purpose

At Little Angels Pre-School we are committed to being as inclusive as possible in regards to our admissions. We also strive to be a provider of funded childcare without it impacting the quality of our provisions. This policy outlines our approach to pre-school admissions, our admissions criteria, and our plans for offering funded childcare in a sustainable and inclusive manner.

Legal Framework

This policy relates to sections 3.28 and 3.57 of the Early Years Foundation Stage. See Appendix for more information.

Admissions

At Little Angels Pre-School we care for children between the ages of 6 months and 4 years, and the numbers and ages of children admitted to the pre-school comply with the legal space requirements set out in the Early Years Foundation Stage (EYFS). When considering admissions we are mindful of staff: child ratios and the facilities available at the pre-school.

Places will usually be offered on a first-come, first-served basis if there are places available within the age group, but if there is a waiting list, the pre-school will use the following admission criteria which will be applied in the following order of priority:

1. Children currently attending who are increasing their sessions
2. Children who have siblings already attending the pre-school
3. Children of Little Angels employees
4. Looked after children
5. A child known by the local authority to have special educational needs and/or a disability (SEND) and whose needs can be best met by the preferred setting
6. A vulnerable child with either a Child Protection or a Child in Need Plan or Local Authority/Common Assessment Framework
7. Children whose parents live within the local area
8. Children whose parents work within the local area

Depending on spaces available, a child requiring a full-time place may take priority over one requiring a part-time place.

15 hour Government funding for 2 year olds and 15 or 30 hour funding for 3 and 4 year olds are available, subject to eligibility and the availability of sessions and staffing arrangements. No additional charges will be made for those sessions, but attendance will be limited to specific hours and the additional paid-for hours will be charged at the normal session cost.

We operate an equal opportunities policy and ensure that all children have access to pre-school places and services irrespective of their gender, race, disability, religion or belief or sexual orientation of parents.

We strongly believe that all children should have fair and equal access to snacks and activities and we therefore do not charge any top-up fees for funded-only sessions, even on an optional basis.

Prior to a child attending pre-school, parents must complete and sign a registration pack including registration form, All about me form, Family permission form, funding form if applicable.

These forms provide the pre-school with personal details relating to the child. For example, name, date of birth, address, emergency contact details, parental responsibilities, dietary requirements, collection arrangements, fees and sessions, contact details for parents, allergies, parental consent and vaccinations etc.

Appendix

Statutory framework for the early years foundation stage.

Setting the standards for learning, development and care for children from birth to five

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3.28. Staffing arrangements must meet the needs of all children and ensure their safety. Providers must ensure that children are adequately supervised and decide how to deploy staff to ensure children's needs are met. Providers must inform parents and/or carers about staff deployment, and, when relevant and practical, aim to involve them in these decisions. Children must usually be within sight and hearing of staff and always within sight or hearing.

3.57. The premises and equipment must be organised in a way that meets the needs of children. Providers must meet the following indoor space requirements: • Children under two years: 3.5 m² per child • Two year olds: 2.5 m² per child • Children aged three to five years: 2.3 m² per child.