

ADMISSIONS

The Oaks Nursery accepts children from 2 years 6 months up to school age. It is our intention to ensure that the nursery is accessible to families from all sections of the local community through open, fair and clearly communicated procedures. In order to achieve this we will:

- Produce a prospectus that is clear and easily understood by all those expressing an interest in our nursery.
- Describe the nursery in a manner that is welcoming to a variety of family situations, so as to include parents/carers from all social and cultural groups, with or without Special Educational Needs or Disabilities (SEND)
- Ensure that no accidental discrimination takes place.
- Arrange the waiting list by date of receipt of application.
- Be flexible about attendance patterns, but consider age, where priority for the mornings will be given to children who will be starting school in the following academic year, unless family circumstances dictate otherwise.
- Be clear that entitlement to a Free Early Education Place does not offer guarantee of a place The Oaks Nursery.
- Ensure all children are allocated a minimum of 2 sessions per week. These sessions will be taken over 2 separate days so as to support the child in settling into nursery and building relationships with their peers and adults.
- Set a timescale on the start date, so that those who delay joining by more than two months may not be guaranteed their original sessions, in order to accommodate those who are ready to join but may be further down the waiting list.
- Admissions are made at the start of each term in 1, 2, 3, 4 and 5.
- Ensure that parents/carers are made aware of the need for observations and assessments and allocate a key worker to each child.
- Keep a place vacant whenever possible for emergency admissions.
- Make our policies known and accessible at all times.