

# SWILLINGTON PRE-SCHOOL PLAYGROUP

## ADMISSIONS POLICY

It is our intention to make playgroup 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 playgroup is widely known in all local communities.
- Place notices advertising playgroup in places where all sections of the community can see them, in more than one language if appropriate.
- Arrange our waiting list using the following system: date of birth; special needs; time on waiting list.
- Keep a place vacant, if this is financially viable, in order to accommodate emergency admissions.
- Describe playgroup and its practices in terms which make it clear that it welcomes both fathers and mothers, other relations and other carers, including child minders, and people from all cultural, ethnic, religious and social groups, with and without disabilities.
- Monitor the gender and ethnic background of children joining the group to ensure that no accidental discrimination is taking place.
- Make our equal opportunities policy widely known.
- Consult with families about the opening times of to avoid excluding anyone.

At the appropriate time teachers/staff from a future school/new setting are welcome to visit Playgroup, senior staff may discuss your child's progress with them to help with this transition.

Playgroup has a strict no smoking policy.

All children have the right of access to a broad and balanced range of activities. For inclusion please see Special Educational Needs and Equal Opportunities Policies.

If you have any queries with anything in the above policy please contact playgroup on 07541 694401

Signature:

Position held:

Date: