

# Admissions

EYFS: 3.28, 3.57

At **The Mulberry Bush** we care for a maximum of 26 children between the ages of **2 years old** and **5 years old**.

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.

The pre-school will use the following admission criteria which will be applied in the following order of priority:

1. Looked after children
2. A child known by the local authority to have special educational needs and/or a disability (SEND) and whose needs can be best met at the preferred nursery
3. A vulnerable child with either a Child Protection or a Child in Need Plan or Local Authority/Common Assessment Framework
4. Children who have siblings who are already with us
5. Children whose parents live within the area.

A child requiring a full-time place may have preference over one requiring a part-time place. This is dependent upon work commitments, occupancy and availability.

We operate an inclusion and equality 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.

Prior to a child attending pre-school, parents must complete a registration form. These forms provide us 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, doctor's contact details, health visitor contact details, allergies, parental consent and vaccinations etc.

**Providers eligible to provide government funded places for early education**

All settings registered to accept government funding (detailed in the code of practice) must offer free places for two to five year olds for early learning sessions specified by the local authority. At The Mulberry Bush we currently provide **26** free funded places available for children subject to availability. These places will be allocated on a first come, first served basis and can be booked a term in advance. Please note for admissions for the free nursery education we have a termly intake, beginning the term following your child's second or third birthday.

All funded sessions are now in line with the flexible arrangement as specified by the Government. When you register your child for their funded place we will discuss your needs and, as far as possible with availability and staffing arrangements, we will accommodate your wishes.

<b>This policy was adapted on</b>	<b>Signed on behalf of the nursery</b>	<b>Date for review</b>
August 2021		August 2022