



Hambledon Youth Hut
West Street
Hambledon
PO7 4RW
02392 632242
www.hambledonpreschool.co.uk

10.1 Admissions

Policy Statement

It is our intention to make our setting accessible to children and families from all sections of the local community. We aim to ensure that all sections of our community have access to the setting through open, fair and clearly communicated procedures.

Procedures

- We ensure that the existence of our setting is widely advertised in places accessible to all sections of the community.
- We ensure that information about our setting is accessible, in written and spoken form and, where appropriate, in more than one language. Where necessary, we will try to provide information in Braille, or through British Sign Language. We will provide translated written materials where language needs of families suggest this is required as well as access to an interpreter.
- We arrange our waiting list. In addition our policy may take into account the following:
 - Special Needs
 - The vicinity of the home to the setting
 - Siblings already attending the setting.
 - We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- We describe our setting and its practices in terms that make it clear that it welcomes both fathers and mothers, other relations and other carers, including childminders.

Hambledon Pre-School

Safeguarding and Welfare Requirement: Information and Records

- We describe our setting and its practices in terms of how it treats each child and their family, having regard to their needs arising from their gender, special educational needs, disabilities, social background, religion, ethnicity or from English being a newly acquired additional language.
- We describe our setting and its practices in terms of how it enables children and/or parents with disabilities to take part in the life of the setting.
- We make our Valuing Diversity and Promoting Equality Policy available.
- We consult with families about the opening times of the setting.
- We are flexible about attendance patterns to accommodate the needs of individual children and families, providing these do not disrupt the pattern of continuity in the setting that provides stability for all the children.
- Hambledon Pre- School fully recognises its responsibility towards children with special educational needs and all applications on behalf of such children will be treated in strict accordance with this admissions policy.
- If we believe that we are not able to meet the needs of any child, we will discuss this with the parent or carer and signpost to a setting that might be able to meet those needs.
- Attendance at Hambledon Pre- School does not guarantee a place at Hambledon Primary School.
- Attendance at Hambledon pre-school does not guarantee a place in the after-school club.

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