

Abacus Pre-School Nursery Ltd., c/o The Dassetts C of E Primary School, Memorial Road, Fenny Compton, Southam,
Warwickshire. CV47 2XU. Tel: 01295 771050

Limited Company Number: 07276939. Registered Charity Number: 1141234

ADMISSIONS POLICY

It is the intention to make our pre-school 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 Abacus is widely known in all local communities. Notices will be placed advertising the pre-school in places where all sections of the community can see them, in more than one language if appropriate. Adverts for the pre-school will be delivered around the local areas by volunteers on a regular basis. Keep web site fully updated.
- ◆ Keep a waiting list on a first come first served basis.
- ◆ Keep a place vacant, if this is financially viable; in order to accommodate emergency admissions.
- ◆ Using our prospectus we describe our pre-school and its practices in terms which make it clear that we welcome are an inclusive Pre-School Nursery and we do this by welcoming both fathers and mothers, other relations and carers, including childminders, and people from all cultural, ethnic, religious and social groups, with and without disabilities.
- ◆ Monitor the gender and ethnic background of children joining our group to ensure that no accidental discrimination is taking place.
- ◆ Make our equal opportunities policy widely known and available to all
- ◆ Get parental/Carers consent to keep child and adult details for the use of the Pre-School to ensure safety and care of the child.
- ◆ Make families and carers aware of our policies and where they can be found.
- ◆ To help children with settling in it helps if we are aware of any special education needs, speech and language support, allergies etc. This all helps with settling children in and provoking for each child's needs.
- ◆ Ensure that all families have a copy of the current prospectus and fee structure.

Signed-

Chair of Trustees

Position held - Chair of Trustees

This policy will be reviewed annually