

#### **4.1 Little Avenues Pre-school Admissions Policy**

It is our intention to make our pre-school accessible to all children and families.

We will arrange our waiting list in date order, first come first serve basis, but will endeavour to give all children requiring a place, the opportunity to join the group.

We will make all parents/carers and children welcome within the group, regardless of their culture, religion, disability, ability, additional needs and background. We aim to be inclusive of all.

We gather as much information on each child from parents and other professionals, with parent's consent and only where needed, to ensure that the child gains the best possible care, learning and development. All information is kept confidential and parents can access their children's records at any time.

We will offer sessions as flexibly as possible so as to accommodate the needs of individual families and their children.

It is our policy that children attend at least two sessions per week.

We will welcome parents/carers to stay with their child where necessary to ensure the child has a smooth and comfortable settling in period. This will differ according to individual needs.

Policy updated 29/09/2019

Manager's signature \_\_\_\_\_ Date \_\_\_\_\_