



Reviewed on:	18 th June 2015
Next Review:	June 2016
Staff Responsibility	Nursery Lead
Governor responsibility	IEB/Governing Body
Signed by Chair	

Admissions for Barton Nursery

Statement of intent

It is our intention to make Barton Nursery accessible to all children and families. To apply for a place please contact the school office on 522469, or email office@bartonpri.iow.sch.uk Please read the guidelines below.

Aim

We aim to ensure that all children and families have access to the Nursery through open, fair and clearly communicated procedures.

Methods

In order to achieve this aim, we operate the following admissions policy.

We ensure that the existence of the Nursery is widely advertised in places accessible to all sections of the community.

We ensure that information about our Nursery is accessible - in written and spoken form - and, where appropriate, in different languages. Where necessary, we will try to provide information in Braille, or through signing or an interpreter.

We describe our Nursery and its practices in terms which make it clear that it welcomes fathers, mothers, other relations and other carers, including child-minders.

We describe our Nursery and its practices in terms of how it treats individuals, regardless of their gender, special educational needs, disabilities, background, religion, ethnicity or competence in spoken English.

Prior to starting the Nursery an admission form must be completed by/with the parent/carer. We request to see and photocopy the child's birth certificate.

We monitor the gender and ethnic background of children joining the group to ensure that no accidental discrimination is taking place.

We accommodate wrap around care subject to suitable vacancies at time of application.

We admit a child after their third birthday, subject to spaces being available.

We arrange our waiting list in birth order. In cases of being over-subscribed our policy may take into account the following:

- the vicinity of the home to the Nursery; and
- siblings already attending the Nursery and school

We keep a place vacant, if this is financially viable, to accommodate an emergency admission.

As part of Barton Primary School we follow Barton Primary School & Early Years Policies which are available on the school website or paper copies to view by contacting the school office.