

Mrs Bonds Village Nursery Admissions Policy

We operate an inclusion and equality policy and ensure that all children have access to nursery places and services irrespective of their gender, race, disability, religion or belief or sexual orientation of parents.

1. Waiting list

We arrange our waiting list on a 'time on list basis', within each intake period. In addition our policy may take into account the following:

- A looked after child, a social service referred child, and
- Siblings already attending the nursery.

2. Deposit

No deposit is required

3. Admissions details

- Children will be admitted based on the time they have been on the waiting list, sessions required and children of siblings. A Looked After Child (or social services referred child) can take priority.
- Children can access government funded hours at any time
- We are open Term Time only and therefore funded hours can be used over 38 weeks. (up to 15 hours per week for 2 year funding and 3 and 4 year old universal funding, or 30 hours per week for children entitled to the 30 hours funding)
- There is no restriction on the number of funded places used within the setting
- No consumables are charged for, fees are only payable for hours over your funded space, or for children not yet eligible for funding.

Prior to a child attending this setting, parents must:

- give a copy of the child's birth certificate,
- complete and sign a Parent Contract - stating the hours your child attends. This is an agreement to allow us to claim the government funded place.
- sign our terms and conditions in our admission form. These forms provide the setting 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.

Providing government funded places - 2 year old funding, universal 15 hours and extended entitlement (30 hours)

All funded sessions are in line with the Government's Statutory Guidance and Local Authority requirements. 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. We will try to accommodate hours needed or if changes to hours are needed but this should be booked in advance.