

# Wanborough Playgroup

Registered Charity Number 1026150

Ofsted Registration Number: 109096

Village Hall, High Street, Wanborough, Swindon. SN4 0AD

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## Admissions Policy

### 1.0 Statement of intent

It is our intention to make Wanborough Playgroup accessible to children and families from all sections of the local community.

### 2.0 Aim

We aim to ensure that all sections of our community have access to the Playgroup through open, fair and clearly communicated procedures.

### 3.0 Methods to achieve our aim

3.1 The pre-school is open to every family within the community.

3.2 We welcome children regardless of their gender, special educational needs, disabilities, background, religion, ethnicity or competence in spoken English. We will liaise fully with parents and professionals to ensure that it would be in the child's best interests to attend the group.

3.3 Wanborough Playgroup operates waiting lists for both the 2 year old sessions and the morning Playgroup sessions on a 'first come, first served' basis. These are additionally administered in accordance with the corresponding priorities.

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

3.5 Our equal opportunities policy is available on the website and in the policy file.

3.6 Children who attend Wanborough Playgroup will not be automatically granted a place at Wanborough Primary School. School places are allocated through the local authority on a catchment-area basis. Please contact the local authority regarding deadlines and eligibility.

3.7 New applications or requests for changes to existing arrangements made after the start of the academic year will be considered on a first come, first served basis once all applications and requests made prior to this date have been allocated

### 4.0 Glossary

In this Policy, the following terms have the following meanings:

4.1 "Current Year" means the period between 1<sup>st</sup> September and 31<sup>st</sup> August in the year in which admission to the Playgroup is being considered.

4.2 "Following Year" means the period between 1<sup>st</sup> September and 31<sup>st</sup> August in the year following the Current Year.

## 5.0 Sessions

Playgroup operates 5 morning sessions per week for 3 & 4 year olds and also one afternoon session per week for 2 year olds. All sessions only run during term-time.

- 5.1 The maximum number of children at any one session for 3-4 year olds is 26
- 5.2 The maximum number of children at any one session for 2 year olds is 12

## 6.0 2 Year Old Sessions

- 6.1 Children are eligible to start the 2 year old sessions at the beginning of the term after their 2<sup>nd</sup> birthday.
- 6.2 All children attending the 2 year old sessions must move to the morning Playgroup sessions at the beginning of the term in which they will have their 3<sup>rd</sup> Birthday. Where a child's birthday falls in the school holidays children will start in the term after their 3<sup>rd</sup> birthday.
- 6.3 There is currently no option for claiming Government Nursery Funding for 2 year olds within Wanborough Playgroup.
- 6.4 Wanborough Playgroup operates a waiting list on a 'first come, first served' basis. As registration forms are received they are logged onto a spreadsheet. The Supervisor allocates places for the 2 year old sessions in accordance with the following priorities:-

- Category (a) A child in the care of a local authority or provided with accommodation by that authority (as defined by section 22 of the Children Act 1989)
- Category (b) Children living in the Wanborough Primary School Catchment Area.
- Category (c) Children who have siblings already at Wanborough Playgroup.
- Category (d) Children who have siblings already attending Wanborough Primary School.
- Category (e) Children living outside the Wanborough Primary School Catchment Area.

## 7.0 Morning Playgroup Sessions

- 7.1 Children are eligible to start the morning Playgroup sessions in the term in which they will have their 3<sup>rd</sup> Birthday. Where a child's birthday falls in the school holidays children will start in the term after their 3<sup>rd</sup> birthday.
- 7.2 Wanborough Playgroup is registered for Government Nursery Funding for 3 & 4 year olds. This is currently 15 hours per week per child.
- 7.3 Wanborough Playgroup operates a waiting list on a 'first come, first served' basis. As registration forms are received they are logged onto a spreadsheet. The Supervisor allocates places in accordance with the following priorities:-

- Category (i) A child in the care of a local authority or provided with accommodation by that authority (as defined by section 22 of the Children Act 1989)
- Category (ii) Children living in the Wanborough Primary School Catchment Area who have their 4<sup>th</sup> birthday in the Current Year.
- Category (iii) Children living in the Wanborough Primary School Catchment Area who have their 4<sup>th</sup> birthday in the Following Year.
- Category (iv) Children who have siblings already at Wanborough Playgroup.

