



## Admissions Policy

The academic year starts from 1<sup>st</sup> September to the 31<sup>st</sup> August. Children will usually start at Tithe Barn Preschool in the September of the year they turn 4, their **Preschool** year. We are able to provide care for children from 2 years 9 months, **Younger Children**, if there is space within our registered numbers.

The Tithe Barn Preschool can accept the maximum of **20 children** per day.

We accept any child within these registered numbers, including those children who are entitled to the Government Funding and will not discriminate against children or their families for reasons such as race, sex, religion or ability.

Nursery Funding is provided from the Government via the County Council. Every child is eligible for up to 15 hours funded per week for 38 weeks a year from the term after they turn 3. For more information, please visit [www.goucestershire.gov.uk](http://www.goucestershire.gov.uk). We also accept the 30 hours funding if parents are eligible.

### Preschool Admissions

- We arrange our waiting list on a date of registration basis
- In addition, our policy may take into account the following:
  - Particular circumstances affecting the family
  - Referrals from outside agencies
  - Siblings previously or already attending the preschool
  - The vicinity of the home to the preschool
  - Age of the child e.g. preschool year takes priority over younger children
- Parents are asked to specify preferred days and the preschool will try their best to accommodate this
- An 'Offer of a Place' will generally take place in the Spring Term before your child is due to start in the September. This will be via email or phone call.
- Deposits must be paid to hold your child's place when requested. If it is not paid by the date specified, then your place could be offered to the next family on the waiting list.

### Younger Children Admissions

- Children can attend the Tithe Barn Preschool from 2 years 9 months
- Places are limited for younger children due to ratios and room size
- The waiting list is arranged by date of registration and date of birth
- Any child that turns 3 before the 31<sup>st</sup> March can be considered for a place
- Children will generally start at the beginning of a term e.g. September, January or April, unless the Managers have made an exception.

Written September 2016

Reviewed: September 2017/January 2018

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Signed: