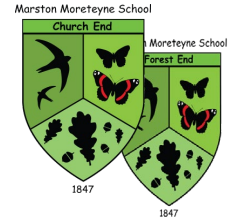


Marston Moreteyne VC School Chimneytots Pre School Admissions Policy



We intend to make our setting as accessible to children and families from all sections of the local community through open, fair clearly communicated procedures.

Procedures

- The setting is widely advertised in places accessible to all sections of the community;
- Information about the setting is available in written and spoken form and if needed, we will attempt to provide information in languages other than English. If required we will try and provide information in Braille;
- We welcome both mothers, fathers and other carers such as childminders, grandparents, step parents and other relations;
- We will meet the needs of any one enquiring about, or attending the setting having regard to their gender, special educational needs, disabilities, social background, religion, ethnicity or those with English as a second language;
- We encourage and enable all children and families to take part in the setting;
- We monitor the gender and ethnic background of children joining to ensure that our intake is representative of local social diversity;
- We make our Equal Opportunities policy known to parents and carers;
- We consult with families to ensure we accommodate a broad range of family needs;
- We are flexible with attendance patterns to accommodate the needs of individual children and their families, providing these do not disrupt the continuity in the setting which provides stability for all the children;
- We may sometimes be oversubscribed and will have the need for a waiting list. We arrange our waiting list in birth order and then adhere to the criteria set out as follows:

1. Three and four year old funded children in order to receive their full entitlement of 15 hours of care and education a week;
2. Children who are already attending;
3. Children who have siblings already attending;
4. Children from the local area of Marston Moreteyne;
5. All other children in birth order.

The Governing body makes it clear that admission to Chimneytots Pre School does not provide entitlement for a child to be admitted to Marston Moreteyne VC School. Please refer to the school's Admission Procedure for further clarification.

Appeals

If you feel there has been an unfair implementation of the above Admission Policy you have the right to appeal. This can be done by writing to the **Chimneytots Administrator c/o Marston Moreteyne VC School**. The appeals panel will consist of three members of the MMVCS Governing Body and/or members of the school's Senior Leadership Team. The panel will meet within 20 working days of receiving an appeal. The panel will then write to the appellant informing them of their decision.

September 2021