

BISHOP CORNISH EDUCATION CENTRE

Admissions Policy

Bishop Cornish Pre-School is open to all children regardless of religious faiths, ethnic origins and disability. The pre-school is non-selective and takes children from the age of 3.

All parents must register their interest in the pre-school with the pre-school manager and indicate sessions that they would be interested in their child attending, subject to availability. Pupils for the pre-school are offered places in the spring term for the following September. Places are allocated in order of the date that the application form was received. Looked after children and children with an Education, Healthcare plan are given priority. A waiting list is held at the pre-school for consequent years. From September 2017 the Government has said that it will fund up to 30 hours of pre-school provision for 3-5 year olds. This may have a number of impacts on our provision at Bishop Cornish Education Centre. To ensure that we can assess these we will offer 10 places with a 30 hour entitlement for children entering the Pre School for the academic year September 2018 - July 2019. Any changes to this arrangement will be notified to parents when we issue information about our provision for 2019 - 2020.

We welcome all families to our pre-school and want to work with all children. However, if in our professional opinion we feel a child is not ready for or coping with the sessions that are chosen by the parent we reserve the right, following consultation with the parent(s)/carer(s) to require that the child is withdrawn from some or all sessions.

At Bishop Cornish pre-school we want children to feel loved and secure in the absence of their parents, to recognise other adults as a source of help, friendship and support, and to be able to share with their parents the new learning experiences enjoyed at the pre-school. In order to achieve this, we will:

- Encourage prospective parents to visit pre-school with their children.
- Introduce flexible admission procedures to meet the needs of families and children.

- Offer a home visit and two 'settling in' sessions prior to admission to enable a gradual separation and provide support to both parent and child. Parents are invited to stay with their child during the first session enabling both to familiarise themselves with the environment and staff, particularly their child's key workers. Children's routines and habits at home are discussed at the home visit to help bring about a smooth transition from home to pre-school.

REVIEWED APRIL 2012

Reviewed January 2013

Reviewed January 8th 2014

Reviewed 21st January 2015

Reviewed January 25th 2016

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