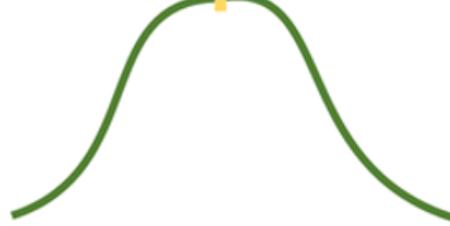




Brent Knoll Pre-School



# Admissions and Allocation of Places Policy

## Mission Statement

**We are a Church school and through our distinct Christian values we enrich the lives of our children and create an environment where there is opportunity to "Let Your Light Shine" (Mathew 5:16)**

**Our values are brought to life through our Love of Learning; our Faith; our Respect and our Partnerships.**

**Love of Learning** - We provide an inclusive, meaningful, enjoyable curriculum to inspire and encourage pupils to reach their full potential. We nurture the social and emotional development of all our pupils and teach them how to stay safe and lead healthy lives. We develop their confidence and independence and encourage them to question and reason rationally.

**Faith** - We are proud to be a Church of England School. We promote the values and beliefs of the Christian faith whilst respecting and celebrating the beliefs and cultures of others.

**Respect** - We develop each child's sense of self-worth as well as their sense of responsibility. We encourage children to value diversity and the wonder of creation.

**Partnerships** - We work together with our families, the Church and the local and wider community, valuing their support.

HEADTEACHER: Mr Chris Burman

CHAIR OF GOVERNORS: Mrs Sue Owen

This policy is reviewed three yearly by the Local Governing Body (LGB).

Policy reviewed by the LGB

Feb 2021

Brent Knoll Pre-school aims to serve the needs of all eligible children within the local community, subject to the availability of spaces, staff ratios and suitability of setting. We endeavour to cater for the needs of each family, so that parents/ carers can access their full entitlement to funded, highest quality, early years education for their children. This is finely balanced with a cost-effective working system that will provide sustainability for the pre-school.

## Contents

|                                    |                                     |
|------------------------------------|-------------------------------------|
| 1. Legislation and Guidance .....  | 2                                   |
| 2. Allocation of places .....      | 2                                   |
| 2. Inclusion .....                 | <b>Error! Bookmark not defined.</b> |
| 4. Links with other policies ..... | 3                                   |

---

### 1. Legislation and Guidance

This policy relates to Early Years Foundation Stage. EYFS reforms early adopter framework July 2020.

### 2. Allocation of places

Places are allocated on a first come, first served basis.

All children are eligible for a place in Brent Knoll Pre-school, from the age of 2.

#### **Brent Knoll Pre-school seeks to ensure that:**

- 20 places are made available in any one teaching session, at a ratio of 1:13 or 1:8 for children 3 and above and 1:4 for 2 year olds.
- Parents are made aware that Universal Early Years Entitlement (EYE funding) is available for up to 7 ½ hours a day (this does not include wrap around care), 15 hours per week and 38 weeks per year
- Parents are made aware that, subject to eligibility criteria, an additional 15 hours of Extended Early Years Entitlement, per week, may be available.
- Early Years Entitlement (EYE funding) is claimed from Somerset County Council for each eligible child for the hours they attend, up to the maximum available funded hours each term, and that parents are charged for any hours attended over that maximum.
- It offers flexible provision to suit the requirements of families.
- Sessions may be booked on a termly basis, subject to availability.

### 2. Inclusion

- Staff work closely with parents, to ensure smooth transitions.

**Allocation Criteria Brent Knoll Pre-school seeks to ensure that:**

- All eligible children are accommodated, regardless of identified educational or social needs.
- All eligible children are accommodated, regardless of their ethnicity or religious family background.
- It offers places to children referred by professional agencies (Health Visitors, Integrated Therapy Service, doctors, Social Services) who are identified as having particular needs which can be best catered for in our setting. (See Special Educational Needs and Disabilities Policy, and Local Offer). Each case is considered by the Headteacher and the Governing Body, in consultation with health professionals and specialists, and the child's parents/ guardians, and is also subject to the suitability of our environment and staff ratios. The child's welfare and best interests remain our utmost priority.

### 3. Links with other policies

This policy links to the following policies and procedures:

- EYFS policy
- SEND policy and information report
- Equality information and objectives
- Fees policy