

Admissions Policy

Statement of intent

It is Trull Saplings Preschools intention to make our setting accessible to children and families from all sections of the local community.

Aim

Trull Saplings Preschool aim to ensure that all sections of our community have access to the setting through open, fair and clearly communicated procedures.

Methods

In order to achieve this aim, we operate the following admissions procedure:

- We accept 2 year old to school age children.
- We ensure that the existence of our setting is widely advertised in places accessible to all sections of the community.
- We ensure that information about our setting is accessible, in written and spoken form and, where appropriate, in more than one language. Where necessary, we will try to provide information in Braille, or through signing or an interpreter.
- We arrange our waiting list in birth order.
- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- We describe our setting and its practices in terms that make it clear that it welcomes fathers and mothers, other relations and other carers, including childminders.
- We describe our setting and its practices in terms of how it treats each child and their family, having regard to their needs arising from their gender, special educational needs, disabilities, social background, religion, and ethnicity or from English being a newly acquired additional language.
- We describe our setting and its practices in terms of how it enables children and/or parents with disabilities to take part in the life of the setting.
- We monitor the gender and ethnic background of children joining the group to ensure that our intake is representative of social diversity.
- We make valuing diversity and promoting equality policy widely known.
- We are flexible about attendance patterns to accommodate the needs of individual children and families, providing these do not disrupt the pattern of continuity in the setting that provides stability for all of the children.

Linked Policies

Our admission policy links directly with the following other policies within our setting:

- British values policy
- Confidentiality policy
- Early Years Entitlement Funding policy
- Fees policy



- Privacy policy
- Special educational needs and disability policy
- Valuing diversity and promoting equality policy

This policy was agreed by the Trull Saplings Preschool Committee in January 2025 and will be reviewed in January 2026