



Admissions Policy

At Ribbons Preschool we care for a maximum of 40 children between the ages of 3 and 4 during term-time, and 3-7 during breakfast club, after school and holiday sessions.

The numbers and ages of children admitted to the preschool comply with the legal space requirements set out in the NMS. When considering admissions we are mindful of staff to child ratios and the facilities available at the preschool.

The preschool use the following admission criteria which is applied in the following order of priority:

1. Looked after children
2. A child known by the local authority to have special educational needs (SEN)/Additional Learning Needs (ALN) and whose needs can be best met at the preferred preschool
3. A vulnerable child with either a Child Protection or a Child in Need Plan, or in receipt of other local authority support
4. Children who have siblings who are already with us
5. Children whose parents live within the area.

A child requiring a full-time place may have preference over one requiring a part-time place. This is dependent upon work commitments, occupancy and room availability. We operate a waiting list and places are offered on an availability basis

We operate an inclusion and equality policy and ensure that all children have access to preschool places and services irrespective of their gender, race, disability, religion or belief or sexual orientation of parents.

Prior to a child attending preschool, parents/carers must complete and sign a contract and registration form. These forms provide the preschool with personal details relating to the child. For example, name, date of birth, address, emergency contact details, parental responsibilities, dietary requirements, collection arrangements, fees and sessions, contact details for parents, doctor's contact details, health visitor contact details, allergies, parental consent and vaccinations etc.

Providers delivering the Childcare Offer for Wales. (30hrs funded early education and childcare)

At Ribbons Preschool we currently provide up to 40 places under the Childcare Offer for Wales for children aged 3-4 years old for 48 weeks of the year, subject to availability. These places will be allocated on a first come, first served basis and can be booked a term in advance.

All funded sessions provided are in line with Welsh Government guidance. When you register your child for their funded place we will discuss your needs and, as far as possible with availability and staffing arrangements, we will accommodate your wishes. We do reserve the right to limit and/or have specific funded sessions according to our business requirements.

Policy adopted on: 09.01.2020

Signed on behalf of the preschool: K.Watkins-Freeman

Date for review: 09.01.2021

Policy reviewed:09.01.2021

Date for review: 09.01.2022

Policy reviewed:09.01.2022

Date for review: 09.01.2023

Policy reviewed:21.09.2022

Date for review: 21.09.2023

