

Sunbeams Play

Administration

4.1 Admissions

Policy statement

It is our intention to make our setting accessible to children and families from all sections of the local community. We aim to ensure that all sections of our community have access to the setting through open, fair and clearly communicated procedures.

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.2 Inclusive practice	2.1 Respecting each other	3.3 The learning environment 3.4 The wider environment	

Procedures

- 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. We will try to provide this documentation in other formats i.e. - larger print, where language needs of families suggest this is required.
- We describe our setting and its practices in terms that make it clear that it welcomes both fathers and mothers, other relations and other carers, including child-minders.
- 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, 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, although this is not always possible as statistically boys are more likely to have ASD than girls, and our intake of children represent this.
- We make our Valuing Diversity and Promoting Equality Policy widely known.
- We accommodate a broad range of family need, and have sessions for children aged 3yrs - 19yrs of age.

- We are flexible about attendance patterns to accommodate the needs of individual children and families, providing these do not disrupt the continuity of the setting
- However children whom are deemed as a potential danger to either themselves other children or staff will be excluded from a place at Sunbeams Play.

This policy was adopted at a meeting of	_____	name of setting
Held on	_____	(date)
Date to be reviewed	_____	(date)
Signed on behalf of the management committee	_____	
Name of signatory	_____	
Role of signatory (e.g. chair/owner)	_____	