

Admissions Policy

Statement of Intent

It is our intention to make Bishy Barnabees accessible to children and families from all sections of the local community.

Aim

We aim to ensure that all sections of our community have access to Bishy Barnabees through open, fair and clearly communicated procedures.

Methods

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

- We ensure that the existence of Bishy Barnabees is advertised in places accessible to all sections of the community.
- We ensure that information, written or spoken will be clearly communicated to the best of our ability. Bilingual/multicultural children and adults are an asset to Bishy Barnabees. They will be valued and their languages recognised and respected by us, we would endeavour to access translators, support agencies etc. as appropriate should they be needed.
- We operate a waiting list system on a first come first served basis. The place will be offered to the child nearest the top of the waiting list whose age and requirements corresponds with the available space.
- To the best of our ability we will accommodate children with special or additional needs. To meet the needs of our children we liaise with parents and other agencies as appropriate, with parental involvement and consent.
- We make our equal opportunities policy widely known.
- We are flexible about attendance patterns to accommodate the needs of individual children and families, although do strongly advise families to place their children at Bishy Barnabees for more than one session per week to help them build strong, meaningful relationships with their peers and our staff.
- We operate throughout the year closing for one week between Christmas and New Year and for all Bank Holidays

This policy was adopted in May 2008 and Reviewed February 2017

See also Equality, Inclusion and Diversity Policy

See also Disability in Employment policy and Non-Collection of children policy.